

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
JANUARY 28, 2020 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Tracy Boyd, Terry Gingles, Steven Hall, David Parnell and Dale Tekippe

Others Present: USB Recording Secretary Tina Whitcomb

Staff Present: Utilities Superintendent Scott Salsbery, Controller Jason Fenwick and Director of Engineering Sri Venugopalan

President Steven Hall called the meeting to order at 5:30 p.m. and announced a quorum.

Mr. Hall asked for a motion to approve the Minutes from the January 14, 2020 regular meeting. Mr. Parnell moved to approve the Minutes and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall presented the payment of Claims in the amount of \$381,348.94 and the Payroll Voucher in the amount of \$159,824.57. Mr. Gingles moved to approve the claims and payroll voucher and Mr. Tekippe seconded the motion. Following discussion, the motion was unanimously approved by a vote of 5-0.

Superintendent's Report: Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery referenced the on-going projects as stated in his report that outlined the items that were being presented before the Board.

After a recent inquiry regarding concerns over radio frequencies with the installation of the new cellular water meters, he determined that it is the Utility's position that the devices pose no more of a threat than a cellular phone.

He also updated the Board on the Franklin Road Water Main Project.

He introduced Mr. Sri Venugopalan, who is the City's new Director of Engineering. He intends to have him involved in planning and strategizing, as well as assisting the Utility in managing projects. Mr. Venugopalan will provide engineering oversight and project management services on our water and sanitary sewer projects.

Lastly, he acknowledged that there was a typo in the January *Lawrence Lift*. It stated that the Statement Fee will be initiated in July of 2021, instead of July 2020, as was intended. The second Phase of the Statement Fee will start in July of 2021. The Statement Fee will start at \$1.00 per month in July 2020 and rise to \$2.00 per month in July of 2021. There will be a correction noted in the February edition.

Unfinished Business: Mr. Hall requested a motion of the election of officers for 2020 to be removed the table. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall asked for nominations for Board President. Mr. Tekippe nominated Steven Hall and Mr. Parnell seconded the nomination. Mr. Hall was unanimously elected to the position of President by a vote of 5-0.

Mr. Hall requested nominations for Board Vice President. Mr. Parnell nominated Tracy Boyd and Mr. Gingles seconded nomination. Ms. Boyd was unanimously elected to the position of Vice President by a vote of 5-0.

Mr. Hall requested nominations for Board Secretary. Mr. Parnell nominated Terry Gingles and Mr. Tekippe seconded nomination. Mr. Gingles was unanimously elected to the position of Secretary by a vote of 5-0.

New Business: Mr. Hall requested a motion for approval of SRF Disbursement Form #84 to Glenroy Construction Co., Inc. for \$266,332.00. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

Account Adjustments: Mr. Hall requested a motion for a sanitary sewer adjustment in the amount of \$278.58 due to a service line leak at 7842 East 46th Street. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for a sanitary sewer adjustment in the amount of \$1,034.57 due to a slab leak at 8140 Hazen Way. Following discussion, Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.

Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There were none.

Citizen Comments: There were none.

There being no further business to come before the Board, the meeting was adjourned at 5:56 p.m. by unanimous vote of the Board.

Steven Hall, President

Tina Whitcomb, Recording Secretary

These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.