

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
DECEMBER 11, 2018 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

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

**Also Present:** Corporation Counsel David Johnson and USB Recording Secretary Tina Whitcomb

**Staff Present:** Controller Jason Fenwick, Utilities Superintendent Scott Salsbery, Director of Operations Paul Wanner and Line Locating/Underground Maintenance Manager Andrew Hall

President 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 November 27, 2018. 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 \$392,195.93 and the Payroll Voucher in the amount of \$109,031.46. Mr. Gingles moved to approve the claims and payroll voucher and Ms. Boyd seconded the motion. 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 reported that water projects are progressing with nothing significant to report. He also stated that the Board will be presented with a Task Order for a small water main extension project with Wessler Engineering at the next meeting or the first meeting in January.

**Old Business:** There was none.

**New Business:**

1. Mr. Hall requested a motion to approve the sanitary sewer covenant for The Greens at Winding Ridge, 4931 Dunlin Drive, Lot 272. Mr. Parnell made a motion for approval for Mr. Tekippe seconded the motion. Following discussion, the motion was unanimously approved by a vote of 5-0.
2. Mr. Hall requested a motion to approve the sanitary sewer covenant for The Greens at Winding Ridge, 4932 Penoyer Lane, Lot 258. Mr. Parnell made a motion for approval and Mr. Gingles seconded the motion. The motion was unanimously approved by a vote of 5-0
3. Mr. Hall requested a motion for approval for the SRF Disbursement Request From #59 for Glenroy Construction Company, Inc. for Construction Activity per Pay Application #4 for \$20,517.00. Mr. Parnell made a motion for approval and Mr. Gingles seconded the motion. The motion was unanimously approved by a vote of 5-0.
4. Mr. Hall requested a motion to approve Resolution No. 5, 2018 approving a new subsection to the water and sewer design and construction standards. Mr. Tekippe made a motion for approval and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.
5. Mr. Hall requested a motion for Approval of Professional Services Agreement/Statement of Work for SAMCO. Ms. Boyd made a motion for approval and Mr. Parnell seconded the motion. Following discussion, the motion was unanimously approved by a vote of 5-0.

**Account Adjustments:** There were none.

**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, Mr. Tekippe moved to adjourn the meeting and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0. The meeting ended at 5:43 p.m.

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Steven Hall, President

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Tina Whitcomb, Recording Secretary

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