

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
DECEMBER 26, 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: USB Recording Secretary Tina Whitcomb

Staff Present: Utilities Superintendent Scott Salsbery and Director of Operations Paul Wanner

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 December 11, 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 \$432,405.91 and the Payroll Voucher in the amount of \$112,319.12. Mr. Gingles moved to approve the claims and payroll voucher and Mr. Parnell 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 projects are progressing with nothing significant to report. He also stated that several employees have lost family members during the year and asked them to be kept in thoughts and prayers.

Old Business: There was none.

New Business:

1. Mr. Hall requested a motion for approval for the SRF Disbursement Request Form #60 from Wessler Engineering for engineering services for Invoice 32894 for \$66,378.02. Mr. Parnell made a motion for approval and Mr. Gingles seconded the motion. The motion was unanimously approved by a vote of 5-0.
2. Mr. Hall requested a motion to approve Task Order No. 7 with Wessler Engineering for engineering services related to the Shadeland Way Water Main Extension Project in the amount of \$70,000.00. Mr. Tekippe made a motion for approval and Mr. Parnell seconded the motion. Following a brief discussion, the motion was unanimously approved by a vote of 5-0.

Account Adjustments:

1. 7724 Pennycroft Drive requesting a sewer adjustment in the amount of \$1,776.78 due to a slab leak. Mr. Parnell made a motion for approval and Mr. Tekippe seconded the motion. Following a brief discussion, 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, 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 5:36 p.m.

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.