**CITY OF LAWRENCE Utility Service Board January 26, 2016 Regular Meeting Public Assembly Room**

**Members Present:**  Steven Hall, David Parnell and Terry Gingles.

**Staff Present:** City Clerk Kathy Walton, Deputy Mayor/Controller Jason Fenwick, Scott Salsbery, Tina Whitcomb and Cathy Retmier.

**Also Present:** Jim Gutting, Corporation Counsel; four members from the community.

**Chairman Hall** called the meeting to order at 5:34 p.m. and announced a quorum.

**Mr. Hall distributed the January 12 minutes.** Mr. Parnell made the motion to approve the minutes. Mr. Hall seconded the motion and it carried unanimously.

**Mr. Hall presented the Payment of Claims** in the amount of $516,371.35. Mr. Hall, Mr. Gingles and Mr. Parnell signed the document from Mr. Fenwick.

**Utility Superintendent Report:** Mr. Hall asked Mr. Salsbery to give the report. Mr. Salsbery said the CMOM had been filed for review with the EPA, though the case officer is currently on vacation. He said the 79th Street Lift Station inspection took place last week, and most of the work is complete. He said there will be two more payments to conclude this project.

**Old Business:** Mr. Gutting said the Controller and Legal offices went over the ADS contract from January 12, but Exhibit C is missing from the original contract. He will hold the contract until Exhibit C is included.

Mr. Hall asked if there was **new business** and none came before the board.

**Mr. Hall asked for account adjustments.** Ms. Retmier reported four adjustments for consideration, totaling $5,398.13. After Ms. Retmier’s presentation, Mr. Hall asked if there were questions or discussion. Mr. Parnell asked if the leaks were based on freezing, Ms. Retmier said no, there were a variety of reasons for the requests. Mr. Parnell made the motion to approve the adjustments. Mr. Gingles seconded the motion and it carried unanimously.

Mr. Hall asked if there were any **citizen comments**; there were none.

There being no further business to come before the Board, Mr. Parnell motioned for **adjournment** at 5:47 p.m.

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*These minutes are not intended to be verbatim. They are a summary of discussions held, with the exception of the motions.*