



**CITY OF LAWRENCE
Utility Service Board
December 13, 2016/5:30 p.m.
Regular Meeting
Public Assembly Room**

Members Present: Steve Hall, Dale Tekippe, Dave Parnell, Terry Gingles and Regina Marsh
Staff Present: Mayor Steve Collier, Controller Jason Fenwick, Utility Superintendent Scott Salsbery, Deputy Controller Jason Streeter, Assistant Utility Superintendent Paul Wanner, Business Manager Cathy Retmier, Purchasing Manager Tina Whitcomb, DPW Director Bill Anthony
Also Present: Corporation Counsel Jim Gutting and three members of the community

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

Mr. Hall asked for approval of the November 22, 2016 minutes. Mr. Parnell moved to accept the minutes; Mr. Gingles seconded the motion. The motion passed unanimously.

Mr. Hall presented the Payment of Claims in the amount of \$585,726.84. The presented vouchers were \$110,446.94. Mr. Tekippe moved to approve the payment of claims; Mr. Gingles provided the second. The motion passed unanimously.

Utility Superintendent Report: Mr. Hall asked Mr. Salsbery to give his report. He said the utility is seeking approval of the Hach contract so they may host and support WIMS since Proxsurve will no longer support it. The ditch project at Lawrence Park is moving forward. Scott thanked his staff for their involvement and participation in the Christmas Tree Lighting, parade, and Christmas Card Lane. He said they represented the great spirit for the City and thanked them for working hard to make it a great event.

At 5:37 Mr. Hall opened the Public Hearing. Dylan Lambermont, from Wessler Engineering, made a 26 slide presentation regarding the Preliminary Engineering Report for 2016 Drinking Water State Revolving Fund loan process. Mr. Lambermont used photos and data to present the findings and made recommendations for the Utility. He anticipates Phase I would begin in March 2018 and would be completed within a year, by March 2019. Phase II, he said, would begin in July 2019 and its conclusion would be mid-summer 2020. The estimated cost for Phase I is \$8,262,500 and Phase II's cost is \$10,486,500. Mr. Salsbery explained Wessler Engineering would answer any yes/no questions from the public at the hearing and said questions requiring a more detailed response should be put in writing and a written response would be prepared by the engineer and utility. After the presentation, Mr. Lambermont answered questions from the Board. The Board thanked Mr. Lambermont for his thorough presentation. **At 6:03, Mr. Hall closed the Public Hearing.**

Old Business: Mr. Hall said the USB would meet as scheduled December 27 at 5:30, per Mr. Salsbery's request. He said claims would need to be paid, but expects a short agenda.

New Business:

1. Mr. Hall asked for a motion to approve the Hach contract. Mr. Tekippe provided the motion and Mr. Parnell gave the second. After discussion, it was agreed the contract is approved, pending the three suggested changes by Mr. Gutting. The contract was approved 5-0.
2. Mr. Hall asked for a motion to accept Resolution 8, the PER Acceptance. Mr. Tekippe provided the motion to accept and Ms. Marsh gave the second. It passed 5-0.
3. Mr. Hall asked for a motion to accept Resolution 9, the signatory authorization. Mr. Parnell made the motion and Mr. Gingles gave the second; it passed unanimously.
4. Mr. Hall asked for a motion to accept Resolution 10, the 2017 salary schedule. Mr. Parnell made the motion and Mr. Tekippe gave the second; it passed unanimously.
5. Mr. Hall asked for a motion to accept Resolution 11, the 2017 budget. After discussion and questions answered by Mr. Fenwick, the board agreed to defer Resolution to the December 27 meeting's agenda. Mr. Fenwick said he believes the presented budget to be realistic and minimal for the Utilities.

Mr. Hall asked for Account Adjustments: Mrs. Retmier said there was one adjustment for the sewer portion of a bill for 6550 Royal Oakland Drive for \$333.78. Mr. Parnell made the motion to approve the adjustment; Mr. Tekippe gave the second and it passed unanimously.

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

Citizen Comments: Carlton Curry requested copies of proposed resolutions be placed at the back of the room with the agenda. He also requested they be posted on the website.

There being no further business to come before the Board, Mr. Parnell motioned for **adjournment** at 6:40 p.m.; Mr. Tekippe seconded the motion and it passed 5-0.

Steven Hall, President

Julie Kukolla, Recording Secretary

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

