

**CITY OF LAWRENCE Utility Service Board March 22, 2016/5:30 p.m. Regular Meeting Public Assembly Room**

**Members Present:**  Steven Hall, David Parnell, Terry Gingles, & Dale Tekippe.

**Staff Present:**  Mayor Steve Collier, 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 5:30 p.m. and announced a quorum.

**Mr. Hall distributed the March 8 minutes.** Mr. Parnell made the motion to approve the minutes. Mr. Gingles seconded the motion and it carried unanimously.

**Mr. Hall presented the Payment of Claims** in the amount of $421,270.38. The $112,550.52 payroll voucher was presented; four members signed the documents from Mr. Fenwick. Mr. Tekippe forwarded the motion to approve the payment of claims; Ms. Parnell seconded; and it passed unanimously.

**Utility Superintendent Report:** Mr. Hall asked Mr. Salsbery to give the report. Mr. Salsbery referred to the attached report and outlined it. He said the second paragraph outlines a major consideration for the board to consider in the future: the costs LU incurs v. the amount(s) it charges its customers. He said LU must close the gap. Board members asked about duties being performed this time of year. Mr. Salsbery said cleaning, inspecting man holes and responding to requests from citizens, assessing lift stations, and checking pipes, linings and fixing leaks are important facets of their daily work in order to reduce costs overall to customers.

**Unfinished Business:**

1. ASI Task Order #2’s scoping and timeline were discussed. Mr. Parnell motioned for it to be approved; Mr. Tekippe seconded, and the motion passed unanimously. Mr. Tekippe complimented ASI for the restructuring of the order and fees.

**New Business**

1. Mr. Tekippe motioned for the Greens of Winding Ridge to be accepted; Mr. Parnell seconded the motion. The motion passed 4-0.
2. Mr. Parnell motioned for Resolution 2, authorizing the continuation of payments to the COL be made; Mr. Gingles seconded the motion and it passed unanimously.
3. Mr. Tekippe motioned for Resolution 3, authorizing the revised EDU schedule be made; Mr. Gingles seconded the motion and it passed unanimously.
4. Mr. Tekippe motioned for Resolution 1, approving the rate tracking factor to be made; Mr. Parnell seconded the motion and it passed unanimously.

**Mr. Hall asked for account adjustments:** Ms. Retmier said there was one customer, at 4635 Payton Avenue requesting a sewer-only adjustment for $384.33. She recommended approval. Mr. Parnell motioned for approval; Mr. Tekippe seconded and the motion passed 4-0.

**Remonstration 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 motioned for **adjournment** at 5:58 p.m.; Mr. Parnell seconded and the motion passed unanimously.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Steven Hall, Chairman 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.*