

**CITY OF LAWRENCE Utility Service Board May 24, 2016/5:30 p.m. Regular Meeting Public Assembly Room**

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

**Staff Present:**  Controller Jason Fenwick, Utility Superintendent Scott Salsbery, and Utilities Business Manager Cathy Retmier

**Also Present:** Corporation Counsel Jim Gutting; five members from the community

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

**Mr. Hall asked for approval of the May 10, 2016 minutes.** Mr. Gingles moved to accept the minutes; Mr. Hall seconded the motion and it passed 4-0.

**Mr. Hall presented the Payment of Claims** in the amount of $348,287.51. The $132,176.78 payroll voucher was presented. Mr. Parnell moved to approve the payment of claims; Mr. Tekippe seconded; and the motion passed 4-0.

**Utility Superintendent Report:** Mr. Hall asked Mr. Salsbery to give the report. Mr. Salsbery said he had accepted the resignation of Water Treatment Plant Manager Claude “Moe” Jones. Moe will be retiring after 26 years serving LU. He has selected Dan Settle to take over this position as Moe retires. Mr. Salsbery submitted the attached written report to the Board.

**Unfinished Business**

1. **Resolution 6, 2016**: Adopt 2016 Budget. Mr. Parnell moved to accept Resolution 6 and Mr. Tekippe seconded the motion. Mr. Gingles asked several questions regarding the changes from 2015 to 2016 and Mr. Fenwick addressed the inquiries. He said monthly reports will be distributed to the Board. The motion passed unanimously.
2. **Mr. Gutting said the employment contract** for Mr. Salsbery is complete and on file, per the direction of the Board at the April 26, 2016 USB meeting.

**New Business**

* **Covenant Approvals:** Mr. Tekippe motioned for approval and Mr. Parnell seconded the motion for 12162 Stacie Circle/Lot 57 and 4949 Chip Shot Lane covenants to be approved. The motion passed 4-0.
* **Mr.** **Brent Brown’s Request:** Mr. Brown appeared before the Board to request relief on the water portion of his bill after his home was vandalized. Mr. Brown’s letter was forwarded to the Board prior to the meeting. He said his water bill normally ranges from $80 to 120 with five people in his home. He explained he has three small children and requested relief for the $1600 bill he received. After questions and answers from Board members, Mrs. Retmier said the sewer portion of the bill ($948.40) is in the account adjustment request for this meeting. She also said the City ordinance and LU policy does not allow for adjustments to the water side of the bill. Mr. Parnell moved to defer the decision about relief in the Brown’s water bill until the June 14 USB meeting with no late fees or penalties while further investigation takes place. Mr. Tekippe seconded the motion and it passed unanimously.

**Mr. Hall asked for account adjustments:** Ms. Retmier said there were two adjustments, at 8145 Lawrence Woods Place ($948.40) and 8034 Arvada Place (($1377.57). She recommended approval. Mr. Parnell moved to approve the adjustment and Mr. Gingles gave the second and it passed 4-0.

**Remonstration of Ratepayer Dispute Regarding Disconnect Notice:** There were none.

**Citizen comments**: Mr. Carlton Curry said the historical reference to the ordinance in Mr. Brown’s discussion stems from a decision six or seven years ago, where the USB determined it was in the best interest of the Utility that water portion of bills not be altered, but the sewer side of bills could be reduced at the discretion of staff with Board approval.

There being no further business to come before the Board, Mr. Parnell motioned for **adjournment** at 6:05 p.m.; Mr. Tekippe seconded and the motion and it passed unanimously.

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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.*