

**CITY OF LAWRENCE Utility Service Board June 14, 2016/5:30 p.m. Regular Meeting Public Assembly Room**

**Members Present:**  Steven Hall, Terry Gingles, Dale Tekippe & Regina Marsh

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

**Also Present:** City Attorney Maura Hoff and 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 June 14, 2016 minutes.** Mr. Tekippe moved to accept the minutes; Mr. Gingles seconded the motion and it passed 4-0.

**Mr. Hall presented the Payment of Claims** in the amount of $242,193.31. The $114,154.00 payroll voucher was presented. Mr. Gingles 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 his management team had reviewed the Brown request; has reviewed the use of chloramines as a disinfectant in the distribution grid & has decided to stop using them; LU will return to a free chlorine system; and they are obtaining three quotes for sewer main work at 8805 Pendleton Pike. Mr. Salsbery submitted the attached written report to the Board.

**Unfinished Business**

* **Covenant Approvals:** Ms. Marsh motioned for approval and Mr. Gingles seconded the motion for 5001 Chip Shot/Lot 131 Greens, 5744 Buskirk Drive/Lot 71 Lawrence Village, 11523 Half Mile Drive/#375 Spring Run, 5745 Buskirk Drive/Lot 46 Lawrence Village, 5748 Buskirk Drive/Lot 70 Lawrence Village, 9124 Hawkins Road/Lot 38 Lawrence Village, 11614 Half Mile Drive/Lot 430 Spring Run@Winding Ridge, and 11548 High Timber Drive/Lot 398 Spring Run@Winding Ridge

covenants to be approved. The motion passed 4-0.

* **Mr.** **Brent Brown’s Request:** Mr. Salsbery recommended the Board adhere to Resolution 1-2014 and to deny an adjustment to the water portion of the bill, and to maintain the penalty exempt status until the bill is paid. Cathy Retmier will formalize an agreement between the utility and Mr. Brown with the minimum $50.00 extra monthly payment in addition to his regular monthly bill until such time as the arrearage is paid off. Ms. Marsh moved to approve the motion, Mr. Gingles seconded; and the motion passed unanimously.

**Mr. Hall asked for account adjustments:** Mr. Salsbery said there was one adjustment at 6947 Meadowview Drive. He said LU recommends the adjustment due to sewer lateral was never properly connected to the sanitary system. Since it was reported in July 2015, he recommends a two year refund for the billing per the 2-year “look back” period previously established by the USB in Resolution 2009-10. The 2 year “look back” period will cover July 2015 back to July 2013. In addition, the utility will adjust off the sewer billings dating from the date of the complaint (July 2015) to June 9, 2016, the date sewer billings were terminated. LU will research the amounts paid by the owner for the periods above and make the refund. Mr. Gingles moved to approve the adjustment and Mr. Tekippe gave the second and it passed 4-0.

**New Business:** There was none

**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. Gingles motioned for **adjournment** at 5:48 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.*