



**CITY OF LAWRENCE  
Utility Service Board  
August 8, 2017/5:30 p.m.  
Regular Meeting  
Public Assembly Room**

**Members Present:** Steve Hall, Dale Tekippe, Dave Parnell, Tracy Boyd, and Terry Gingles

**Staff Present:** Corporation Counsel David Johnson, Utilities Assistant Superintendent Paul Wanner, and Utilities Billing Manager Cathy Retmier

**Also Present:** two members of the community

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

**Mr. Hall asked for a motion to approve the July 25 minutes;** Mr. Parnell provided it and Mr. Tekippe gave the second; they were approved 5-0.

**Mr. Hall presented the Payment of Claims** in the amount of \$195,315.42. The presented vouchers were \$111,848.42. Mr. Parnell moved to approve the payment of claims; Mr. Gingles provided the second. The motion passed 5-0.

**Utility Superintendent Report:** Mr. Hall asked Mr. Wanner to give his report. He said the Greens @ Winding Ridge, Section 5 – Dedication and Acceptance of water and sanitary sewer infrastructure; acceptance of water line easement agreements were before the board tonight, LU recommends approval. Per Mr. Salsbery's announcement July 25, the Shrewsbury agreement for Franklin Road is also on the agenda this evening and LU recommends approval. The Wessler Engineering invoice for the DRF #10 is included for approval and LU asks for its approval. Mr. Salsbery will submit it to the IFA. This is for work on Phase I projects. Mr. Wanner thanked the USB for attending the groundbreaking ceremony August 1 for the Richardt and Sumac Lane projects.

**Old Business:**

Mr. Hall said Mr. Johnson will assume the role of counsel for the USB after Mr. Gutting's departure. Mr. Hall said Barnes & Thornburg's retainer will continue, though it is reduced from \$5000 per month to \$2500 per month and partner Keith White will consult with Mr. Johnson on matters for LU. Mr. Johnson said this is helpful to the utility management, particularly with personnel matters that may occur. If future bond work or other legal matters arise, they would be billed separately, as in the past. Mr. Hall said the reduction in the retainer is in effect.

**New Business:**

1. Mr. Hall asked for approval of the 6725 Royal Oakland Way covenant. Mr. Parnell made the motion and Ms. Boyd provided the second. The motion passed unanimously.
2. Mr. Hall asked for a motion to approve the Shrewsbury Engagement 17-0133. Mr. Tekippe provided the motion and Mr. Parnell gave the second. The motion passed 5-0.

3. Mr. Tekippe motioned for approval of the water distribution and the sanitary sewer for the Greens @ Winding Ridge #5. Mr. Parnell gave the second and the motion passed 5-0.
4. Mr. Hall asked for a motion to approve the utility easement #199-0133002. Mr. Parnell provided the motion and Ms. Boyd gave the second. The motion passed unanimously.
5. Mr. Hall asked for the approval of the DRF#10 in the amount of \$85,150 for engineering services. Mr. Tekippe provided the motion and Mr. Gingles gave the second. The board asked for clarification, as there were discrepancies in the amount stated on the Superintendent's Report, the Agenda, and the DRF#10 form. Mr. Tekippe provided a motion to approve \$88,150, once confirmed by Mr. Salsbery after his vacation. Mr. Gingles gave the second and it passed unanimously.

**Mr. Hall asked for Account Adjustments:** Mrs. Retmier said she had two requests: 7362 Westchester Dr. customer is requesting an adjustment in the sewer portion of the bill in the amount of \$408.75 due to a slab leak. LU recommends approval. 12346 Croquet Way customer is requesting an adjustment in the sewer portion of the bill in the amount of \$629.26 due to a service line leak. LU recommends approval. Mr. Parnell motioned to approve the two adjustments and Ms. Boyd provided the second; the motion was passed 5-0.

**Remonstrations of Ratepayer Dispute Regarding Disconnect Notice:** there were none.

**Citizen Comments:** Ms. Karla Smith, 6827 Bittersweet Lane asked if Mr. Johnson would have a conflict of interest since he is an employee of the city. Mr. Hall said he would recuse himself if a conflict were to occur.

There being no further business to come before the Board, Mr. Parnell motioned for adjournment at 5:48 p.m.; Ms. Boyd provided the second and the motion passed 5-0.

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Steve Hall, President

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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.*