

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
DECEMBER 23, 2024 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd, Filmore Artis, Steven Hall, Darrin Kirkland, and David Parnell

**Members Present via Teams:** None

**Members Absent:** None

**Staff Present:** Interim Superintendent Paul Wanner, Interim Director of Operations Andrew Hall, Attorney Brenda DeVries, Interim Controller Humphrey Nagila, and Recording Secretary Tina Whitcomb

Chair Tracy Boyd called the meeting to order at 5:30 p.m. and announced a quorum.

Ms. Boyd requested a motion to approve the Minutes of the December 10, 2024 regular meeting. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the payment of Claims of \$313,809.60, which included the Payroll Voucher for \$164,052.49. Mr. Hall moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd asked Interim Superintendent Paul Wanner to give the Superintendent's Report. Mr. Wanner reviewed the agenda items. He then stated that Staff reviewed the account adjustments and recommended approval. Mr. Wanner stated that Andre Riley with Baker Tilly would present the 2025 Water and Sanitary Sewer Budgets. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

**Unfinished Business:** There was none.

**New Business:** Ms. Boyd requested a motion to approve the services agreement with Sanitary Management and Engineering, Inc. dba as SAMCO of Indiana Corporation to perform water and sanitary sewer line locating services for 2025. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve Change Order No. 2 from Conexco, Inc. to decrease the cost of the Water Service Line Potholing Project by \$233,750.00. Mr. Hall moved to approve the motion and Mr. Artis seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve Amendment No. 6 with Wessler Engineering to increase the cost of the 2020 Water Main Replacements Project by \$14,000.00. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the 2025 Water and Sanitary Sewer Budgets. Mr. Hall moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve Resolution No. 3, 2024 establishing the salaries and wages of the water and sanitary sewer employees for 2025. Mr. Hall moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

**Account Adjustments:** Ms. Boyd requested a motion to approve the sanitary sewer adjustment at 8216 Harrison Drive for \$393.95 due to a leak in the pit. Mr. Parnell moved to approve the motion and Mr. Artis seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the sanitary sewer adjustment at 5203 Traditions Drive for \$622.71 due to a leak in the water line behind a wall. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

**Remonstrations of Ratepayer Dispute Regarding Disconnect Notice:** There was none.

**Citizens Comments:** Mr. Parnell asked Mr. Wanner if information could be made available to the citizens on how to understand their utility bill. Mr. Wanner stated that he could add it to an upcoming edition of the *Lawrence Lift*.

Daniel Rapp, 5718 Wallingwood Drive, addressed his concern over utility employees receiving a 3% increase when the Lawrence Common Council voted against it. He also stated that the budget presentation did not include any costs related to opening the customer service lobby at the Utility office. Mr. Parnell responded to Mr. Rapp, stating that the funds for Water and Sanitary Sewer Utilities are separate from funds for the Civil City. Mr. Wanner clarified that during budget preparations, the 3% increase in salary was factored into the budget; however, Utility employees would not receive the increase as the Lawrence Common Council voted against an increase for Civil City employees. He then stated that estimates received at the time of the budget preparation were included in the budget to open the lobby; however, there are still concerns regarding funding to upgrade the lobby, such as cameras and alarm security upgrades.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 6:03 p.m. by Mr. Parnell and was seconded by Mr. Hall. The motion was unanimously approved by a vote of 5-0.



Tracy Boyd, Chair



Tina Whitcomb, Recording Secretary

*These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.*



## December 23, 2024 – Superintendent's Report

### ADMIN UPDATE:

We are seeking approval of a Services Agreement with Sanitary Management and Engineering, Inc for water and sanitary sewer line locating services in the City of Lawrence for the 2025 year. When residents and contractors are performing work that requires mechanical or shovel excavations, they are required to call Indiana811 to request a line locate ticket to have underground water lines, sewer lines, power lines, communication lines, etc. marked before the start of digging. This agreement is to ensure that the water and sanitary sewer lines in the City of Lawrence are marked (spray paint or flags) as part of the one call locate system.

We are seeking approval of Change Order No. 2 with Conexco Inc. to decrease the cost of the Water Service Line Potholing Project by \$233,750.00. This was part of the Lead Service Line Inventory mandated by the EPA in which we received the forgivable BAN for \$400,000.00 in funding from the Indian Finance Authority to assist with this project. All the \$400,000.00 in funding from the IFA was used for payments to the contractor to perform excavated service line material confirmations as well as Wessler Engineering for project management and service line material verifications in water meter pit investigations. \$225,000.00 of the \$233,750.00 decrease is Utilities funds that were encumbered to ensure that Lawrence Utilities met all EPA mandates if additional service line verifications were necessary.

As a note, this concludes the first milestone outlined by the EPA regarding the Lead Service Line Inventory as part of the 2021 Lead and Copper Rule Revisions. In a recent conference I attended a presentation by the EPA in which they stated that additional requirements are forthcoming so there may be additional actions required by the Utility in the future regarding this topic.

We are seeking approval of Amendment No. 6 with Wessler Engineering to increase the 2020 Water Main Replacements, Contract B, Phase II Project by \$14,000.00. Per Change Order No. 5 previously approved by the USB, the contractor agreed to reimburse the City of Lawrence for the full-time Resident Project Representative (RPR) and Construction Administration fees incurred from the engineer to finish out the project due to the contractor not meeting the contract completion date in lieu of accessing liquidated damages to the contractor. Now, Wessler Engineering will be paid by Lawrence Utilities for the additional RPR and Construction Administration fees to allow us to close this project out.

Baker Tilly and the Interim City Controller will present the 2025 Budget for approval to the Board and answer any questions you may have.

We are seeking approval of Resolution No. 3, 2024 establishing salaries and wages of appointed employees of the City of Lawrence Water and Wastewater Utilities in Indiana for the year 2025.

**Account Adjustments:**

- 8216 Harrison Drive – customer is requesting a sanitary sewer adjustment for \$393.95 due to leak in pit. We recommend approval.
- 5203 Traditions Drive – customer is requesting a sanitary sewer adjustment for \$622.71 due to a leak in the water line behind wall. We recommend approval.