

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
MAY 28, 2024 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

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

Members Present via Teams: None

Members Absent: Chanita Gillard

Staff Present: Manager Tom Speer, Recording Secretary Tina Whitcomb, Attorney Jacob Antrim, Director of Public Works Christopher Wilburn, City Councilor Liz Mazur, and Councilor Betty Robinson

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 from the May 14, 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 4-0.

Ms. Boyd requested a motion to approve the payment of Claims of \$1,479,698.49, which included the Payroll Voucher for \$135,542.38. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 4-0.

Ms. Boyd asked Mr. Speer to give the Superintendent's Report. Mr. Speer updated the Board on current projects. He also stated that Staff reviewed the account adjustments and recommended approval. (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 Supplement No. 2 with VS Engineering to increase the RPR/Inspections for the Brookside Park Water Replacement Project by \$119,105.00. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 4-0.

Ms. Boyd requested a motion to approve the Master Services Agreement with American Structurepoint, Inc. Mr. Hall moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 4-0.

Ms. Boyd requested a motion to approve Task Order No. 1 from American Structurepoint, Inc. for Private Development Sanitary Sewer Capacity Evaluation and Recommendations not to exceed \$25,000.00. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 4-0.

Ms. Boyd requested a motion to approve the Notice to Proceed and Agreement for Conexco, Inc. for the Water Service Line Potholing Project. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 4-0.

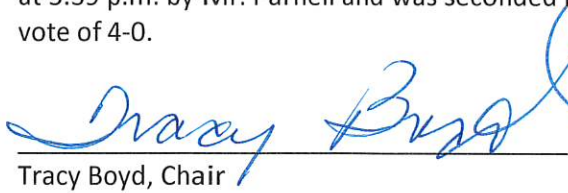
Account Adjustments: Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 5971 Liverpool Lane for \$1,254.02 due to a slab leak. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 4-0.

Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 6912 East 48th Street for \$252.78 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 4-0.

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

Citizens Comments: There were no comments.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:39 p.m. by Mr. Parnell and was seconded by Mr. Hall. The motion was unanimously approved by a vote of 4-0.


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.



May 28, 2024 – Superintendent’s Report

ADMIN UPDATE:

Utilities is seeking approval for the Supplemental #2 agreement with VS Engineering for an increase in the original contract price in the Not to Exceed amount of \$119,105.00 for additional construction inspection services for the Brookside Park PH II Water Main Replacement Project due to project delays. The original agreement amount with VS Engineering was \$108,530.00 and will now be a total of \$227,635.00 due to this necessary increase. The contractor, Midwest Paving, was notified that Lawrence Utilities will be seeking liquidated damages in the amount of \$500.00/day starting on April 27, 2024 for the delay on the project in not meeting the substantial completion date specified in the contract.

Utilities is seeking approval of the updated Master Services Agreement with American Structurepoint. The previous agreement between the Utilities and American Structurepoint was signed in February 2016. This updated agreement serves as the legal document that outlines the responsibilities and liabilities of both parties for any future task orders or projects when working with American Structurepoint. Mr. Antrim, the Utilities and USB legal counsel has reviewed the agreement to make sure that the Utilities/USB interests are being protected.

Pending approval of the Master Services Agreement with American Structurepoint, the Utilities is seeking approval of Task Order #1 with American Structurepoint for Sanitary Sewer Master Planning for a Not to Exceed amount of \$25,000.00. This Task Order will allow the Utility to provide American Structurepoint information on all future developments in the city to evaluate the additional flow that would be introduced into the sanitary sewer system. Primarily, evaluating alternatives to rout the sewer flow, along with evaluating the available capacity in the sewer mains to be used to convey the sewage flow by using the COL Sanitary Sewer Collection System Hydraulic Model using the pcSWMM software. This is necessary as part of the Administrative Order on Consent that has been issued to the City by the EPA.

Utilities is seeking approval of the Notice to Proceed for Conexco, Inc. to begin the Water Service Line Potholing Project. At the last meeting the board approved the Notice of Award to Conexco, Inc. and this would be the final step in getting the project underway. This portion of the required work will be funded from up to \$400,000.00 secured in the closing of the “forgivable BAN” with the Indiana Finance Authority (IFA). The project is scheduled to begin on Wednesday May 29, 2024 with substantial completion being July 27, 2024 and final completion scheduled for August 11, 2024. Again, I would like to mention that the work being performed as part of this agreement for up to \$400,000.00 in funding for the water service line pipe material confirmations will not complete the work needed to confirm all the “unknown” service line materials in Lawrence. We will need to use Utility Capital funding to complete the remaining service line material identifications. With the information we have currently, we could be facing an additional \$1.3 million dollars to complete the EPA required work by the 2025 deadline. This has been reviewed by the Controller and funds are available.

There are two (2) adjustments on the agenda for this evening and the Utility recommends approval.

Operational Data:**Sanitary Sewer System**

- Performing routine maintenance and upkeep on lift stations and grinder pump stations.
- Performing routine maintenance on the gravity sanitary sewer collection system.
- Working with engineers and contractors as necessary on all Lawrence Utilities Capital projects.

Water Distribution Underground Operations

- Performing routine inspections, emergency shut outs for repairs, valve exercising, valve box repairs, and fire hydrant testing/inspections.
- Performing routine water line repairs, service line repairs, fire hydrant repairs/replacements, vehicle repairs, and maintaining street and sidewalk cuts until final restorations can be made.
- Working with engineers and contractors as necessary on all Lawrence Utilities Capital projects.
- Performing testing and inspections as necessary for private projects in the city.

Water Plant/Well activity

- Performing routine maintenance and daily tasks to make sure water treatment plants are operating properly.

BUSINESS OFFICE/SERVICE DEPARTMENT**April Totals**

- 15374 Total Accounts
- 1420 Total Work Orders Completed

BILLING ADJUSTMENTS:

- 5971 Liverpool Ln - customer is requesting a sanitary sewer adjustment for \$1254.02 due to slab leak. We recommend approval.
3-month adjustment average consumption 6778 gal. Gallons adjusted 57901, 51500, 50863
three-month adjustment.
- 6912 E. 48th St - customer is requesting a sanitary sewer adjustment for \$252.78 due to service line leak. We recommend approval.
1 month consumption average consumption 2812 gal. Gallons adjusted 32,038.