

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
AUGUST 27, 2024 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Filmore Artis, Tracy Boyd, 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 Jacob Antrim, Recording Secretary Tina Whitcomb, and Councilor Betty Robinson

Chair Tracy Boyd called the meeting to order at 5:32 p.m. and announced a quorum. She then stated that due to technical difficulties, the public would not be able to join the meeting via Microsoft Teams.

Ms. Boyd requested a motion to approve the Minutes from the July 23, 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 \$1,549,838.86, which included the Payroll Voucher for \$136,771.85. Mr. Parnell 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 Mr. Wanner to give the Superintendent's Report. Mr. Wanner requested the Board amend the agenda to include the Right-of-Entry from IDNR to allow our engineer Clark Dietz the right to enter state park property to begin the necessary survey work on Phase III of the Fort Harrison Sewer Capacity Improvements Project. He then 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.)

Ms. Boyd requested a motion to amend the agenda to add the Right-of-Entry from IDNR to allow engineers to enter state park property to begin survey work for Phase III of the Fort Harrison Sewer Capacity Improvements Project. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Unfinished Business: There was none.

New Business: Ms. Boyd requested a motion to approve the Right-of-Entry from IDNT to allow engineers to enter state park property to begin survey work for Phase III of the Fort Harrison Sewer Capacity Improvements Project. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

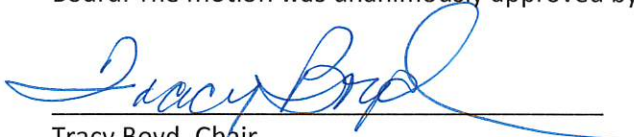
Account Adjustments: Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 7741 Indian Lake Road for \$553.78 due to a spigot leak. Mr. Hall moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 10345 Plumas Lane for \$301.66 due to early yard irrigation. Mr. Parnell moved to approve the motion and Mr. Hall 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: There were no comments.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:40 p.m. by Mr. Parnell and was seconded by Mr. Kirkland. Ms. Boyd then welcomed Mr. Artis to the Board. 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.



August 27, 2024 – Superintendent's Report

ADMIN UPDATE:

The Utilities are seeking approval for Supplemental NO.3 with VS Engineering for additional inspections services for the Brookside Park Water Main Replacement Project Ph II in the Not to Exceed amount of \$20,320.00. This additional funding is due to delays on the project which has extended the time needed for VS Engineering to be on site performing inspections of the work as it is being performed by Midwest Paving.

The Utilities are seeking approval of Resolution NO. 2024-2 Concerning Acquisition of Real Property. The property is located at 9240 E 46th Street (where the community garden used to be, just east of Post Rd on the north side of 46th St). The need for the Utility to acquire this property is related to the Administrative Order on Consent (AOC) that we are currently under with the Environmental Protection Agency (EPA) as part of the Sanitary Sewer Overflow (SSO) Corrective Action Plan that was submitted by American Structurepoint on the Utilities behalf to the EPA at the beginning of this year. This property would be used to construct the wet weather sewage detention basin that would aid to eliminate the two chronic SSO's identified in the AOC in this area.

There are three account adjustments on the agenda that have been reviewed by the Business Office Manager for the Utilities and we do recommend 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

July Totals

- 15409 Total Accounts
- 1370 Total work orders completed.

BILLING ADJUSTMENTS:

- 10714 Birch Tree Lane - customer is requesting a sanitary sewer adjustment for \$255.83 due to irrigation leak. We recommend approval.
1 month adjustment
- 4638 Cotton Avenue – customer is requesting a sanitary sewer adjustment for \$267.45 due to water service line leak. We recommend approval.
1 month adjustment
- 7818 East 48th Street – customer is requesting a sanitary sewer adjustment for \$270.74 due to service line leak. We recommend approval.
3-month adjustment - 7313 gal., 50762 gal., 29745 gal.