

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
January 28, 2025 – 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, 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 January 14, 2025 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 \$331,965.97 which included the Payroll Voucher for \$145,293.58. 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 asked Interim Superintendent Paul Wanner to give the Superintendent's Report. Mr. Wanner reviewed the agenda items and updated the Board on current projects. He stated that Staff reviewed the account adjustment and recommended approval. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: Ms. Boyd requested a motion to nominate members for the positions of Chair and Co-Chair. Mr. Parnell moved to keep Tracy Boyd in the position of Chair and keep Steven Hall in the position of Co-Chair, and Mr. Kirkland seconded the motion. After their acceptance, the motion was unanimously approved by a vote of 5-0.

New Business: Ms. Boyd requested a motion to approve Resolution No. 1, 2025 declaring certain property to be surplus and authorizing disposal. 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 Task Order No. 3 from American Structurepoint, Inc. for the Harrison Point Apartments I&I Study not to exceed \$46,835.00. 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 recommendation from Mayor Deborah Whitfield to appoint the position of Utilities Superintendent to Paul Wanner. 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 the sanitary sewer adjustment at 4822 North Richardt Avenue for \$338.30 due to a leak at the spigot. Mr. Hall moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

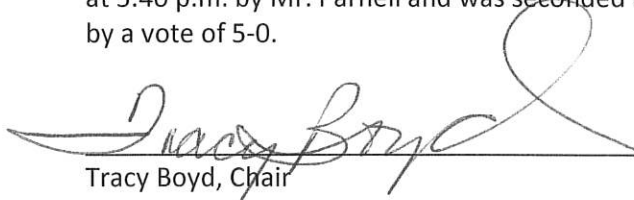
Ms. Boyd requested a motion to approve the sanitary sewer adjustment at 5315 Grapevine Drive for \$356.86 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the sanitary sewer adjustment at 7142 Dewester Drive for \$1,965.36 due to a service line 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.

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

Citizens Comments: There were no comments presented.

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. 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.



January 28, 2025 – Superintendent’s Report

ADMIN UPDATE:

The Utilities is seeking approval of Task Order #3 with American Structurepoint in the not to exceed amount of \$46,835.00 to begin the Lawrence Harrison Point Apartments I & I Study. In 2023, the Utility began performing I & I (inflow and infiltration) studies on private sewer systems that discharge into the City of Lawrence municipal sewer system that directly impact areas identified as having chronic sanitary sewer overflows (SSO’s) during wet weather events in the Administrative Order on Consent (AOC) issued to the City of Lawrence by the EPA in 2021. These studies identify sources of clear water that enter the sanitary sewer system which takes away necessary capacity for sewage in the pipes as well as unnecessarily increasing sewage treatment costs. We then present our findings to the property owners to inform them of the necessary corrections they will need to make to the private system and coordinate a reasonable timeline for the corrections to be made. The long-term plan for Lawrence Utilities will be to continue these investigations into all private sanitary sewer systems that are discharged into the Lawrence municipal sanitary sewer system to help ensure that we keep sewage treatment costs to CEG at a minimum for the rate payers in Lawrence while freeing up needed capacity in our existing sanitary sewer mains.

The Utility continues to work with our RPR from VS Engineering and Mr. Antrim (Utility legal counsel) in getting the Brookside Park Phase II Water Main Improvements Project completed and closed out. We will continue to update the board on progress in future meetings.

The Utility continues to work with Egis/BLN Engineering in getting the two new production Wells in the Fort Harrison Well Field along with the necessary bridge upgrades completed design with intent to place the project out for bid in 2025.

We are seeking approval of a resolution to dispose of surplus property which includes a wood table, metal desk, and map cabinet. All three items are in disrepair.

Wood Table – City ID COL3373
Metal Desk – City ID COL 1378
Map Cabinet – City ID COL1361

In the packet sent out for this meeting is a letter from Mayor Whitfield recommending to the Board to appoint me as the Superintendent for the Utilities, thus removing “interim” from my title if this Board so wishes.

Account Adjustments:

1. 4822 N Richardt St – customer is requesting a sanitary sewer adjustment for \$338.30 due to leak at spigot. We recommend approval.
2. 5315 Grapevine Dr – customer is requesting a sanitary sewer adjustment for \$346.86 due to a service line leak. We recommend approval.
3. 7142 Dewester Dr – customer is requesting a sanitary sewer adjustment for \$1,965.36 due to a service line leak. The service line was repaired. It was a two-month leak adjustment for sewer of 218,002 gallons. Consumption is back down to normal usage. We recommend approval.

Service line has been repaired. It was a two-month leak adjustment for sewer of 218,002 gallons. Consumption is back down to normal usage.