

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
FEBRUARY 13, 2024 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

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

Members Present via Teams: None

Members Absent: None

Staff Present: Interim Utilities Superintendent Paul Wanner, Interim Director of Operations Andrew Hall, Recording Secretary Tina Whitcomb, and Attorney Jacob Antrim

Others Present: Councilor Liz Mazur and Karen Saavedra with American Structurepoint, Inc.

Chairman Steven Hall called the meeting to order at 5:30 p.m. and announced a quorum. He welcomed new members Chanita Gillard and Darrin Kirkland.

Mr. Hall requested a motion to approve the Minutes from the January 23, 2024 regular meeting. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve the payment of Claims of \$576,476.47, which included the Payroll Voucher for \$140,254.62. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Superintendent's Report: Mr. Hall asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner reviewed the agenda items with the Board. He 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: Mr. Hall requested a motion to remove from the table the nominations to elect a Chair and Co-Chair. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to elect the Chair and Co-Chair. He then nominated Tracy Boyd as Chair and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0. Mr. Parnell then nominated Steven Hall as Co-Chair and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd then presided over the remainder of the meeting.

New Business: Ms. Boyd requested approval of the Water Line General Construction Observation Agreement for JMT Landscape. 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 approval of the Water Line General Construction Observation Agreement for Village of Merici Inc. 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 approval of Task Order No. 11 from American Structurepoint, Inc. not to exceed \$268,440.00 for the Indian Creek Interceptor Flow Monitoring 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.

Ms. Boyd requested approval of Task Order No. 4 from Wessler Engineering not to exceed \$20,000.00 for GIS Support Services. 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 approval of Task Order No. 19 from Wessler Engineering not to exceed \$8,000.00 for INDOT Plan Review. Mr. Parnell moved to approve the motion and Mr. Hall 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 10514 Camille Court for \$270.74 due to a water softener malfunction. 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 a sanitary sewer adjustment at 4773 North Mitchner Avenue for \$1,913.17 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.

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

Citizens Comments: There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:50 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.



February 13, 2024 – Superintendent’s Report

ADMIN UPDATE:

The Utility is seeking approval of Task Order 11 with American Structurepoint in the NTE (not to exceed) amount of \$268,440.00 for the Indian Creek Interceptor Flow Monitoring Project. This is for a targeted evaluation of the Indian Creek sanitary sewer interceptor main flow and to use the data collected to calibrate the city’s Hydraulic and Hydrologic model. This flow metering project will allow us to evaluate the wet weather and dry weather flows in various locations of the Indian Creek interceptor sewer to identify potential sources of Inflow & Infiltration (I&I). After we have this information collected, it will aid in planning necessary rehabilitation projects to eliminate the inflow & infiltration to free up the additional needed sewer capacity in that area.

The Utility is seeking approval of Task Order 4 with Wessler Engineering for NTE amount \$20,000.00 for general GIS support services as the Utility transitions management of GIS data to our new platform. In June of 2022 LU engaged Wessler to develop a new GIS platform that would allow for “real time” data to be added into the mapping portion by LU staff as assets are inspected, replaced, or newly installed along with the ability to create work orders and pull information from for reporting, inventory, and project planning.

The Utility is seeking approval of Task Order 19 with Wessler Engineering for the NTE amount of \$8,000.00 to review the INDOT plans and prepare a work plan identifying conflicts from the plans with sanitary sewer and water infrastructure for the upcoming INDOT Pendleton Pike Project #DES.1900157. (location from I-465 to 56th Street)

There will be an additional agreement forthcoming for approval from Wessler to design any needed relocations of Lawrence sanitary sewer and water assets as identified in the work plan and provide inspections of work while it is being done.

The Utility is seeking approval of a Water Line General Construction Observation Agreement between Village of Merici Inc. for inspection services for work performed at 5731 Lawton Loop East Drive (Brunette Building). Lawrence Utilities will bill the owner \$75.00/hr. for inspections services for this project for an estimated total fee of \$750.00 for this project.

The Utility is seeking approval of a Water Line General Construction Observation Agreement between JMT Landscape for inspection services for work performed at 4385 Shadeland Avenue. Lawrence Utilities will bill the owner \$75.00/hr. for inspections services for this project for an estimated total fee of \$720.00 for this project.

The Utility recommends approval of both account adjustments on the agenda this evening.

10514 Camille Court
4773 N Mitchner Avenue

****Mr. Antrim from Bose McKenney & Evans reviewed all the agreements listed above prior to the USB meeting.***

Operational Data: January Totals

Monthly Report of the Water and Sanitary Sewer Utility Operations – February 13, 2024

ADMIN UPDATE:

Operational Data:

January Totals

SANITARY SEWER SYSTEM

- (55) Sanitary sewer lift station work-orders completed.
- (5) Sanitary sewer grinder pump work orders completed.
- 1297 LF of sanitary sewer main cleaned.
- 426 LF of sanitary sewer main CCTV'd.

Water Distribution Underground Maintenance

- (3) Water main repairs completed.
- (3) Water service line meter pits installed.
- (2) Water service line repairs completed.
- (4) Water main valve boxes repaired.
- (7) Abandoned chlorination taps removed.
- (9) Yard restorations performed.
- (8) Fire hydrants repaired.
- (208) Fire hydrants pumped out for winter months.
- (85) Fire hydrant inspections performed.
- (4) Water main valves exercised.
- (10) Water valve boxes repaired.
- (2) Water main shut outs performed.
- (5) Water main leak investigations performed.
- (42) Inspections for projects performed.
- Performed vehicle and equipment maintenance as needed.
- Maintained all street and sidewalk cuts until final restoration can be made.

WATER PLANT/WELL ACTIVITY

Fort Harrison Water Plant

- Cleaned chemical transfer pump at filter house.
- Replaced all the insulation at Well 10.
- Collected Well readings.
- Received chemical delivery.
- Performed generator inspections.
- National Water Solutions installed poly tube for m-scope.

Indian Lake Water Plant

- Received chemical delivery.
- Collected Well readings.
- Installed new heater in Well House 15 (old).
- Replaced fluoride chemical feed pump motor.
- Repaired pre-chlorine line in chlorine room.
- Rebuilt phosphate pump.
- Cleaned chemical transfer pump.
- Repaired broken air relief valve at Well 14.

- Performed generator inspections.
- DNR collected aquifer readings at Well 15.

Richardt Water Plant

- Replaced filters in dehumidifiers.
- Received chemical deliveries.
- Performed generator inspections.
- Cleaned PO4 injector.
- DNR collected aquifer readings at Well 5.

Winding Ridge Booster Station

- Performed generator inspections.
- Performed facility safety inspections.

52nd Street Tower

- Checked heat in tower room.
- Performed facility safety inspections.

Oaklandon Tower

- Checked heat in tower base.
- Performed facility safety inspections.

Water Quality Samples

- 50 water samples were taken from the distribution system and taken to an independent lab for testing.
- Fluoride samples collected and delivered to MCHD.

Billing Adjustments

- 10514 Camille Ct – customer is requesting a sanitary sewer adjustment for \$270.74 due to water softener malfunction. We recommend approval.
- 4773 N Mitchner Ave – customer is requesting a sanitary sewer adjustment for \$1,913.17 due to a service line leak. We recommend approval.