

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

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

Members Present via Teams: None

Members Absent: Tracy Boyd and Chanita Gillard

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

Others Present: None

Co-Chair Steven Hall called the meeting to order at 5:30 p.m. and announced a quorum.

Mr. Hall requested a motion to approve the Minutes from the April 9, 2024 regular meeting. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

Mr. Hall requested a motion to approve the payment of Claims of \$1,277,438.21, which included the Payroll Voucher for \$179,472.10. Mr. Kirkland moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 3-0.

Mr. Hall asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner updated the Board on current projects. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There was none.

New Business: There was none.


Account Adjustments: There was none.

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

Citizens Comments: Councilor Sherron Freeman, 10628 Bartley Drive, asked when the Utility lobby would re-open for walk-in customers. Mr. Wanner stated that Staff are currently getting quotes for additional card readers, courier services, etc. Since there was nothing budgeted for 2024 for these services, the lobby would not re-open until 2025.

Councilor Rick Wells, 4608 Mehaffey Street, wanted the Board to know that there was a massive water leak at 48th and Mehaffey Street that has caused damage to a resident's property. Staff stated that the contractor is working on it and should have it done within the next few days.

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. Kirkland. The motion was unanimously approved by a vote of 3-0.



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.



April 23, 2024 – Superintendent’s Report

ADMIN UPDATE:

Lead Service Line Inventory Update. All required documents to close on the forgivable BAN for up to \$400,000 in funding have been submitted to the Indiana Finance Authority prior to the deadline for their review and approval for closing.

As a reminder, once we have closed on the BAN we will bring before the board our recommendation to issue the Notice of Award (NOA) to Conexco, Inc to begin the potholing portion of the service line pipe material verifications. Conexco, Inc was the lowest, most responsive bidder for the work for \$297,479.00.

Biannual water main flushing of the water distribution system is still underway. Water main flushing is necessary for improving water quality and meeting regulatory standards for disinfectant levels in our water system.

Brookside Park Phase IIA Water Main Replacement Project is still underway. We will bring a recommendation before the Board at our next meeting to increase the amount for the Resident Project Representative (RPR) which is inspections and project administration with VS Engineering on this project.

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

- Currently performing biannual water main flushing.
- 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

October Totals

- 15,341 Total Accounts
- 1,217 Total Work Orders Completed

BILLING ADJUSTMENTS: None