

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
JUNE 25, 2024 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd, Darrin Kirkland, and David Parnell

**Members Present via Teams:** None

**Members Absent:** Steven Hall

**Staff Present:** Interim Superintendent Paul Wanner, Attorney Jacob Antrim, DPW Director Christopher Wilburn, 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 from the June 11, 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.

Ms. Boyd requested a motion to approve the payment of Claims of \$1,113,755.73, which included the Payroll Voucher for \$186,553.98. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

Ms. Boyd asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner 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 Amendment No. 1 to Task Order No. 19 from Wessler Engineering to increase the INDOT Plan Review project by \$52,000.00. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

Ms. Boyd requested a motion to approve Change Order No. 2 from Ottenweller Contracting LLC to increase the cost of the Fort Harrison Collection System Capacity Improvements – Phase I project by \$47,508.00. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

**Account Adjustments:** Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 4421 Maple Lane for \$2,771.99 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 3-0.

Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 10544 Rose Bill Drive for \$370.34 due to water sod. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

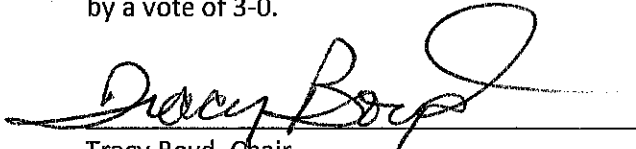
Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 10405 Liverpool Way for \$542.92 due to a slab leak. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 7308 Elm Ridge Drive for \$329.81 due to a water softener malfunction. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 3-0.

**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 5:36 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.*



## June 25, 2024 – Superintendent's Report

### ADMIN UPDATE:

The Utilities are seeking approval of Change Order # 2 for the Fort Harrison Sewer Capacity Improvements Project in the amount of \$47,508.00. This is an increase in quantities for the Subgrade Treatment Type II, HMA Base, and concrete curb that verbal authorization was given to the contractor and engineer by the previous Superintendent to proceed with due to poor sub grade materials encountered during the construction of the parallel sewer as it was being installed on Harrison Park Drive. It was agreed to add this Change Order at the end of the project in case any other issues came to light as the project moved toward completion. We recommend approval.

The Utilities are seeking approval of Amendment #1 to Task Order 19 – INDOT Plan Review in the amount of \$52,000.00. This amendment is to provide design and bid assistance for the utility conflicts identified in the Work Plan. This is for the INDOT Pendleton Pike Safety Plan Project where LU has conflicts with current water main locations at three locations. Mitthoefer Road., 56<sup>th</sup> Street, and Thunderbird Road. We recommend approval.

The Utilities have instructed Clark Dietz Engineering to begin work necessary to start design of the Fort Harrison Sewer Capacity Improvements Project Phase III which consists of rehabilitation/replacement of the sanitary sewer main on Shafter Road from Post Road to Glenn Road. Our goal is to have this project out for bid before the end of this year. Preliminary estimates have this project at \$3.1 million.

The Utilities have instructed American Structurepoint to begin work necessary to start design of a sanitary sewer rehabilitation / I&I (inflow & infiltration) reduction project in the basin that flows toward Lift Station 10. This location is listed as a chronic SSO (sanitary sewer overflow) on the Administrative Order on Consent (AOC) we are currently under with the EPA. Preliminary estimates have this project at \$2.2 million.

There are four Sanitary sewer adjustments on the agenda tonight that we recommend approval for.

### 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.

**BILLING ADJUSTMENTS:**

4421 Maple Lane – The customer is requesting a sanitary sewer adjustment for \$2771.99 due to a service line leak. We recommend approval  
3-month adjustment (180,275, 100,566, & 34,283 gallons) average is 2913 gal.

10544 Rose Bill Drive – The customer is requesting a sanitary sewer adjustment for \$370.34 due to watering sod. We recommend approval  
2-month adjustment (28,153 & 20,260 gallons) average is 5564 gal.

10405 Liverpool Way – The customer is requesting a sanitary sewer adjustment for \$542.92 due to a slab leak. We recommend approval  
3-month adjustment (30,956, 33,965, and 5,285 gallons) average is 4174 gal.

7308 Elm Ridge Drive – The customer is requesting a sanitary sewer adjustment for \$329.81 due to a water softener malfunction. We recommend approval.  
2-month adjustment (30,051 and 18,326 gallons) average is 6650 gal.