

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
AUGUST 13, 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.

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.



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Tracy Boyd, Chair



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Tina Whitcomb, Recording Secretary

*These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.*



## **August 13, 2024 – Superintendent's Report**

### **ADMIN UPDATE:**

To move forward with the design for the Fort Harrison Sewer Capacity Improvements Project Phase III, INDNR requires a signed Right of Entry document to allow our engineer (Clark Dietz), to enter the State Park property to begin the necessary survey work to continue moving forward with project development. It is still our intent to put this project out for bid in October/November of this year. Mr. Antrim, the USB attorney has reviewed the document for the USB Chair to sign this evening.

To qualify for certain Indian Finance Authority (IFA) grants, it is necessary for water utilities to complete and submit Water Loss Audits of their water systems. These water audits must be validated by a certified water audit validator and then submitted to the IFA. Andy Hall, Cathy Retmier, and Tom Speer prepared the 2023 water audit, and it was submitted on July 29, 2024.

As required by the Administrative Order on Consent (AOC) issued in November of 2021 from the EPA, the second quarter report was submitted on July 30, 2024. As stated in the AOC we must submit quarterly status reports on our sanitary sewer system within 30 days of the end of the calendar-year quarter.

We still have not heard back from the EPA on the Sanitary Sewer Overflow Corrective Action Plan that was submitted earlier this year.

The Utility is still in communication with the CSX Railroad personnel awaiting authorization to perform the necessary repair work of the sanitary sewer force main at 12451 Pendleton Pike. We will keep the board updated as we get information.

We have two account adjustments for the sewer portion of their bill on the agenda this evening, we recommend approval of both by the board.

### **Operational Data:**

#### **July Totals**

#### **SANITARY SEWER SYSTEM**

- (50) Sanitary sewer lift station work-orders completed.
- (7) Sanitary sewer grinder pump work orders completed.
- (19) Sanitary sewer manholes repaired.
- (31) Sanitary sewer manholes inspected.
- 7,220 LF of sanitary sewer main cleaned.
- 528 LF of sanitary sewer main CCTV'd.
- Cut and trim grass as needed.

#### **Water Distribution Underground Maintenance**

- (2) Water service meter pit installation completed.
- (4) Water service line repairs completed.
- (8) Concrete repairs contracted out for completion.
- (15) Yard restorations performed.

- Performed exploratory excavation of a sink hole to confirm underground utilities were not the cause.
- (40) Fire hydrants repaired.
- (1) Water main valves exercised.
- (1) Water main shut out performed.
- (8) Water main leak investigations performed.
- (33) 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

- Collected Well readings.
- Received chemical delivery.
- Cut and trim grass/trees as needed.
- Berry Electric on site to resolve low voltage on SCADA equipment.
- Replaced head on chlorine pump at filter house.
- Mowery performed PM on HVAC system.
- Peerless Midwest on site to replace screen on Well #8 and reinstall pump and motor.

### Indian Lake Water Plant

- Received chemical delivery.
- Cut and trim grass/trees as needed.
- Collected Well readings.
- Repaired chlorine line in chemical room.
- Mowery performed PM on HVAC system and repaired the thermostat in electrical room.
- Berry Electric on site to check breaker that was tripping for SCADA system and wiring for exhaust fan for Well House #15.
- Replaced battery for UPS at Well # 14 & 15.
- INDNR collected data on ground water levels.

### Richardt Water Plant

- Received chemical deliveries.
- Picked up trash and cleaned the fence row.
- Cut and trim grass as needed.
- Collected Well readings.
- Mowery performed PM on HVAC system.
- INDNR collected data on ground water levels.

### Winding Ridge Booster Station

- Performed security inspections and picked up trash around the fence row.
- Cut and trim grass as needed.

### 52<sup>nd</sup> Street Tower

- Performed security inspections and picked up trash around the fence row.
- Cut and trim grass as needed.

### Oaklandon Tower

- Performed facility security inspections and picked up trash around the fence row.
- Cut and trim grass as needed.
- Repaired transducer for tower levels.

### 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.

#### Routine Inspections

- Performed inspections on all backup generators at all locations.

#### Miscellaneous

- Cleaned and performed PM on mowers.

#### Adjustments

- 7741 Indian Lake Road – customer is requesting a sanitary sewer adjustment for \$553.78 due to a spigot leak. One month adjustment consumption adjusted off 61,434. We recommend approval.
- 10345 Plumas Lane – customer is requesting a sanitary sewer adjustment for \$301.66 due to early irrigating yard. One month adjustment consumption adjusted off 34,839. We recommend approval.