

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
SEPTEMBER 24, 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 Director of Operations Andrew Hall, Attorney Jacob Antrim, Chief of Staff Zachary Brown, Deputy Chief of Staff LeAndre Level, 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 September 10, 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 \$798,567.76, which included the Payroll Voucher for \$139,834.65. 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 Interim Director of Operations Andrew Hall to give the Superintendent's Report. Mr. Hall updated the Board on current projects. He advised the Board of the quote opening for the INDOT project for the water main conflict at Thunderbird Road that occurred earlier in the day. There was only one bid received, which was from Milestone Contracting for \$149,000.00. Due to time constraints, he requested that the Board move to approve the Notice of Award to the lowest responsible and responsive quoter pending final review from Wessler engineering to ensure that all documents are in order. 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: There was none.

New Business: Ms. Boyd requested a motion to approve Task Order No. 23 from Wessler Engineering for Meter Pit Investigations. Mr. Hall 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 Contractor's Affidavit and Inspector's Certificate of Completion and Compliance for Silver Stream, Section 3 Water Distribution Project. Mr. Hall moved to approve the motion and Mr. Kirland seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the Contractor's Affidavit and Inspector's Certificate of Completion and Compliance for Silver Stream, Section 3 Sanitary Sewer 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 a motion to approve the Notice of Award from the quote opening for INDOT Project Water Main Conflict at Thunderbird Road from Milestone Contracting for \$149,000.00. Mr. Parnell

moved to approve the motion and Mr. Kirland seconded the motion. The motion was unanimously approved by a vote of 5-0.

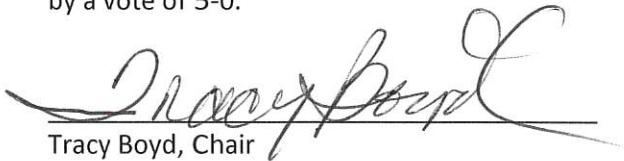
Ms. Boyd requested a motion to approve Amendment No. 2 to Task Order No. 19 from Wessler Engineering for INDOT Plan Review. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Account Adjustments: Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 8140 East 50th Street for \$318.07 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Kirland 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 5:38 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.



September 24, 2024 – Superintendent's Report

ADMIN UPDATE:

We are seeking approval of Task Order #23 with Wessler Engineering for a Not to Exceed amount of \$40,000.00 regarding the 2021 Lead and Copper Rule Revisions issued by the Environmental Protection Agency (EPA). This is the project that we were awarded \$400,000.00 from the Indiana Finance Authority to use to complete a Lead Service Line Inventory and have it submitted to the EPA by October 16, 2024. The \$400,000.00 in funding from the Indiana Finance Authority was used by Conexco Inc. and Wessler Engineering for the service line confirmations needed to meet the requirements from the EPA, but that funding was not enough to fully complete the required work. At the July 23, 2024 USB meeting the Board approved the Not to Exceed amount of \$225,000.00 with Conexco to finish the required potholing of service lines for material confirmations. Task Order #23 would be for the remaining work required by Wessler Engineering to complete this project. This has been reviewed by USB Legal Counsel Mr. Antrim.

On the agenda this evening we have the Certificates of Completion and Compliance for Silver Stream Section 3 water and sanitary sewer mains and appurtenances. This infrastructure has passed all required testing, and the punch list items are all completed, and the required maintenance bonds provided. We recommend acceptance of the water and sanitary sewer systems in this section as public infrastructure.

As part of the INDOT Pendleton Pike Project, at the intersection of Pendleton Pike and Thunderbird Road there were two portions of water mains in conflict with the storm sewer portion of the INDOT project. Wessler Engineering was tasked with designing the necessary water main relocations. Requests for quotes to perform the necessary work from contractors was sent to JG Case Construction, Milestone Contractors, and Wills Excavating.

The quote opening was held at 4:00pm in the Public Assembly Room and quotes were read aloud prior to this scheduled USB meeting.

The quotes received along with pricing are:

Due to time constraints for the construction schedule for the INDOT project, we would like the Board to make a motion and vote at tonight's meeting to award the project to the lowest responsible and responsive quoter pending final review from Wessler Engineering to make sure that all quote documents are in order. This would allow us to get the Notice of Award out to the contractor in a timely manner and not have to wait the two weeks before the next Utility Service Board Meeting. We will coordinate getting the Notice of Award signed by Chair Tracy Boyd if she is willing to arrange a time for us to deliver the Notice of Award to her for her signature.

We are seeking approval of Amendment NO. 2 to Task Order NO. 19 with Wessler Engineering in the Not to Exceed amount of \$26,000.00 to provide construction administration and resident project representative (RPR – Inspections) services while the selected contractor performs the work on the INDOT Pendleton Pike Project at Thunderbird Road for the water main relocations. This has been reviewed by USB Legal Counsel Mr. Antrim.

There is one billing adjustment for the sewer portion of the bill on the agenda this evening and the Utility recommends approval.

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.

Business Office/Service Department**August Totals**

- 15,400 Total Accounts
- 1,591 Total Work Orders Completed

BILLING ADJUSTMENTS:

- 8140 E 50th St. customer is requesting a sanitary sewer adjustment for \$318.07 due to a service line leak. We recommend approval.