



# Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting  
Minutes for January 17, 2023  
12:00 p.m.  
GMWSS Administration Building  
1000 West Main Street

Those present:

Les Jarvis, Chairman	Jeff Nutter, GMWSS
Glenn Williams, Board Member	Daryl Mulder, GMWSS
Lewis Wolfe, Board Member	Alan Bryan, GMWSS
Jeff Klocke, Board Member	Melissa Waite, GMWSS
Jason Baird, Board Member	Jeremy Wood, GMWSS
Chase Azevedo, GMWSS	Allison Caldwell, GMWSS
Dudley Burberry, GMWSS	Todd Osterloh, STBM
Shawn Derrington, GMWSS	Craig Campbell (100 Virginia Court)

Meeting called to order by Chairman Jarvis at 12:06 p.m. on Tuesday, January 17, 2023.

Quorum was present at the meeting. Jeff Klocke attended by ZOOM.

A motion to approve the minutes as presented from the January 6, 2023 meeting was made by Jason Baird. Second by Chairman Jarvis. Motion approved.

Availability Requests:

1. 100 Virginia Court – Old Armstrong Subdivision  
Craig Campbell was here with personal interest in this item. Motion to approve made by Glenn Williams based on conditions contained in the memorandum. Second by Lewis Wolfe. Motion approved. Mr. Campbell excused himself from the meeting.

Financial Reports were next. Melissa Waite was present to answer any questions about monthly bills. Motion to approve the monthly bills as presented was made by Glenn Williams. Second by Jeff Klocke. Motion approved. Melissa dismissed herself at 12:53 p.m.

Jeff Nutter gave his presentation of the monthly financials. Jeff also informed the Board of a solution concerning the issue regarding the signature stamps on checks that was raised from the yearly audit. RFH is willing to accept a printed signature of a board member on a check and have Chase Azevedo physically sign the check. Jeff Nutter will present this for approval at a future board meeting.

Purchase Orders were addressed next with a total of 13 on the agenda. The Purchase Orders regarding Leak Eliminators were all approved at the same time. Jason Baird was out of the meeting room for the vote on these items. They are listed individually below.

- a) Motion to pay Leak Eliminators in the amount of \$5,159.55 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- b) Motion to pay Leak Eliminators in the amount of \$9,318.46 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- c) Motion to pay Leak Eliminators in the amount of \$9,756.24 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- d) Motion to pay Leak Eliminators in the amount of \$12,320.38 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- e) Motion to pay Leak Eliminators in the amount of \$12,508.00 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- f) Motion to pay Leak Eliminators in the amount of \$12,539.27 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- g) Motion to pay Leak Eliminators in the amount of \$13,414.83 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- h) Motion to pay Leak Eliminators in the amount of \$15,009.60 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- i) Motion to pay USALCO in the amount of \$7,017.84 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.
- j) The purchase order to pay Ohio Transmission & Pump Industrial was removed because it had been approved at the Board Meeting on January 6, 2023.
- K) Motion to pay Brenntag Mid-South in the amount of \$12,780.00 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved. Jason Baird was out of the meeting room for this vote.
- L) Motion to pay Hexagon Technologies in the amount of \$81,360.00 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved. Jason Baird was out of the meeting room for this vote.
- M) Motion to pay Judy Construction in the amount of \$2,945,467.55 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved. Jason Baird was out of the meeting room for this vote.

Informational Updates were next on the agenda.

Dudley Burberry and Shawn Derrington presented the Operations Report, while Shawn presented the IT/Admin Report.

Daryl Mulder presented the Engineering Report. Capital project updates were addressed by Alan Bryan.

New Business was next on the agenda.

First items under new business were two leak adjustments for consideration. Dudley Burberry presented both items. One being for 110B Potomac Court and the other for 201 Champion Way.

Chairman Jarvis and Glenn Williams recused themselves from the leak adjustment for 110B Potomac Court. Motion was made by Lewis Wolfe to approve the leak adjustment for 110B Potomac Court in the amount of \$137.77. Second by Jason Baird. Motion approved.

Allison Caldwell, GMWSS, joined the meeting to answer any questions that the Board might have regarding the leak adjustment for 201 Champion Way. Glenn Williams made the motion to approve the leak adjustment for 201 Champion Way in the amount of \$1,500.00, plus \$147.60. The \$147.60 was for December penalties and there will be additional fees included in January that will be waived. Second by Chairman Jarvis. Motion approved by a vote of 4 to 1. Lewis Wolfe dissented. Allison Caldwell dismissed herself from the meeting.

Chase Azevedo presented the next item under new business regarding availability requests and capacity transfers. Jason Baird made the motion to approve the policy update as presented and be added to Section 2 of the Water Distribution Manual. Second by Glenn Williams. Motion approved.

Chase Azevedo presented the General Manager's Report. The following items in his report were brought to the attention of the Board:

Administration:

- 2) Open Records Request (ORR)
- 3) Mayor's Meeting - Chase Azevedo and Chairman Jarvis have met with Mayor Jenkins twice in the past two weeks.
- 4) Auditor of Public Accounts – Meeting scheduled on January 27, 2023 at 9:30 a.m.

Finance:

- 1) Rate Study – Mayor Jenkins is asking for two readings of a bond ordinance inclusive of a rate increase in February 2023.
- 2) Solid Waste Billing – Rates will be increasing in February 2023.

Operations:

- 1) Kentucky Energy and Environment Cabinet – Division of Enforcement (DOE) and Division of Water (DOW) – Chase Azevedo and Hon. Todd Osterloh met with DOW, DOE, and Office of Legal Services staff on January 11, 2023, to review the most recent draft Agreed Order received in November 2022. Additional review and comments from GMWSS staff will be sent to DOW and DOE by January 24, 2023.

Engineering:

2) Sewer Capacity

b.xii. Chase Azevedo, Chairman Jarvis, Mayor Jenkins, and Judge Covington will meet in January 25, 2023 at the request of Mayor Wagoner.

3) Scott County Fiscal Court

d. Lewis Wolfe inquired about Judge Covington's request for system and cost analysis for providing fire flow service to Love's Truck Stop and the proposed Road Ranger in Sadieville. Chase Azevedo responded.


Jeff Klocke left the meeting at 1:58 p.m.

Glenn Williams made the motion to move to Executive Session at 2:03 p.m. Second by Lewis Wolfe. Motion approved under Pending Litigation, KRS 61.810(1)(c).

Motion to return to regular session was made by Glenn Williams at 2:45 p.m. Second by Lewis Wolfe. Motion approved. NO ACTION TAKEN.

Chairman Jarvis adjourned the meeting at 2:45 p.m.

  
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Les Jarvis, Chairman

  
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Glenn Williams, Secretary/Treasurer