



Georgetown Municipal Water and Sewer Service

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

Those present:

Les Jarvis, Chairman
Glenn Williams, Board Member
Lewis Wolfe, Board Member
Jeff Klocke, Board Member
Jason Baird, Board Member
Chase Azevedo, GMWSS
Shawn Derrington, GMWSS
Dudley Burberry, GMWS
Jeff Nutter, GMWSS
Daryl Mulder, GMWSS
Alan Bryan, GMWSS

Melissa Waite, GMWSS
Barbara Bowman, GMWSS
Jeremy Wood, GMWSS
Jessica Eads, GMWSS
Todd Osterloh, STBM
Allison Caldwell, GMWSS
Ashley Cash, GMWSS
A J Singleton, Georgetown MHC, LLC
Rick Robinson, Georgetown MHC, LLC
Andre Butler, 501 Main/106 Hickman
Peter Wilson, G-town News-Graphic

Meeting called to order by Chairman Jarvis at approximately 12:01 p.m. on Tuesday, October 17, 2023.

Quorum was present at the meeting. Mr. Klocke and Mr. Baird attended by ZOOM. Guests included A J Singleton, Rick Robinson, Andre Butler, and Peter Wilson with the Georgetown News-Graphic.

A motion to approve the minutes from the October 3, 2023 meeting was made by Lewis Wolfe. Second by Chairman Jarvis. Motion approved.

Public Comments were next. A J Singleton of Stoll Keenon Ogden (SKO) and Rick Robinson, both representing Georgetown MHC, LLC, addressed the board regarding the matter of paving the mobile home park known as Sawyer Pointe. There were some questions left unanswered at the previous Board Meeting on October 3, 2023 and they wanted to make the Board aware of the answers. No action was taken. A J Singleton and Rick Robinson dismissed themselves from the meeting at 12:14 p.m.

Availability Requests were next.

There were four (4) requests on the agenda.

1. 501 Main Avenue – Georgetown - WWTP #1

Andre Butler was in attendance to represent 501 Main Avenue and 106 Hickman Street. A motion to approve the availability was made by Lewis Wolfe, subject to conditions contained in the memorandum, as well as the request falling under the 2,000 gallons per day threshold for consideration by the Board of Commissioners. Second by Glenn Williams. Motion approved.

2. 106 Hickman Street – Georgetown - WWTP #1

A motion to approve the availability was made by Lewis Wolfe, subject to conditions contained in the memorandum, as well as noting the request falls under the 2,000 gallons per day threshold for consideration by the Board of Commissioners, and Daryl Mulder charging review fees if found necessary. Second by Glenn Williams. Motion approved. Andre Butler dismissed himself from the meeting at 12:21 p.m.

3. Scott County Judicial Center – Corner of W. Washington and N. Broadway, Georgetown – WWTP #1

Glenn Williams recused himself from this item at 12:22 p.m. A motion to approve the availability was made by Jason Baird, subject to conditions contained in the memorandum, as well as using the new fee structure for reviews. Second by Lewis Wolfe. Motion approved. Also noted is that this project was approved since it falls under the category, "for the greater good of the community".

4. Amen House Operations Center – 1030 Paris Pike, Georgetown – WWTP #1

Glenn Williams and Chase Azevedo both recused from this item on the agenda. A motion to approve the availability was made by Lewis Wolfe, subject to conditions contained in the memorandum, as well as noting the request falls under the 2,000 gallons per day threshold for consideration by the Board of Commissioners. Second by Jeff Klocke. Motion approved.

Glenn Williams and Chase Azevedo returned to the meeting at 12:30 p.m.

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 Lewis Wolfe. Motion approved. Mrs. Waite dismissed herself from the meeting at 12:31 p.m.

Jeff Nutter gave his presentation of the monthly financials.

Purchase Orders were addressed next with a total of six (6) on the agenda.

a) Motion to pay Judy Construction Company in the amount of \$651,980.01 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.

b) Motion to pay Enterprise Fleet Management in the correct amount of \$51,933.05 was made by Chairman Jarvis, with the contingency of the lease purchase being corrected. Second by Glenn Williams. Motion approved. (The original PO request was for \$49,935.00.)

c) Motion to pay Source Technology in the amount of \$5,106.00 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.

d) Motion to pay USALCO in the amount of \$7,017.84 was made by Lewis Wolfe. Second by Jeff Klocke. Motion approved.

e) Motion to pay Water Solutions in the amount of \$12,375.00 was made by Lewis Wolfe.
Second by Jeff Klocke. Motion approved.

f) Chairman Jarvis recused himself from this item. This purchase order for D&I Contracting was tabled until a recommendation can be made from Stewart Architecture regarding the contractor.

Chairman Jarvis returned to the meeting at 12:59 p.m.

Informational Updates were next on the agenda.

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

Daryl Mulder presented the Engineering Report, with Alan Bryan giving the Capital Project updates.

New Business was next on the agenda.

-Chase Azevedo presented the memo regarding the East Interceptor Sanitary Sewer Easement Acquisition Cost Sharing Agreement. A motion to approve the Agreement was made by Glenn Williams, under the condition that the maximum soft costs be no more than \$15,000. Second by Chairman Jarvis. Motion approved.

-Alan Bryan presented the memo where GMWSS is seeking approval from the Board of Commissioners on referenced policies to achieve compliance with all requirements for Form 4700-4, "Pre-Award Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance". A motion to approve was made by Glenn Williams, subject to Devon Golden reviewing for the city. Second by Chairman Jarvis. Motion approved.

-Shawn Derrington presented information regarding surplus cellular equipment. Todd Osterloh has reviewed and advised that trade-ins are an acceptable method of surplus. A motion to surplus and trade in iPhones and iPads was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.

-Jeff Nutter presented Certificate of Deposit Recommendation of Award. Chairman Jarvis recused himself from this item on the agenda. Glenn Williams presided in the Chairs absence. A motion to select the proposal from Pinnacle Bank for investment of \$4,000,000.00 in a CD at an interest rate of 5.41% for a term of 18 months was made by Lewis Wolfe. Second by Jason Baird. Motion approved.

Chairman Jarvis returned to the meeting at 1:48 p.m.

-The next item, Recommendation of Award – WWTP No. 2 Roof Replacement was connected to the item that was tabled earlier in the meeting.

-Daryl Mulder presented the Infrastructure Certification Update. A motion to accept an update to the Certification of GMWSS Infrastructure as presented was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.

Miscellaneous was next on the agenda.

Chase Azevedo presented the General Manager's Report and touched on specific items listed below.

Engineering:

#5. Water Resources Development Act – GMWSS staff submitted a pre-application to Senator McConnell's office on October 12, 2023, for consideration for funding on future water source/supply solutions.

#6. Requests for Proposals – GMWSS staff continue to develop Request for Proposal(s) related to services from consultants in the following three areas:

- a. Contract Operations
- b. Sanitary Sewer Pretreatment
- c. Source Water Protection

Chairman Jarvis adjourned the meeting at 2:02 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer