



Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting
Minutes for December 19, 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
Jason Baird, Board Member
Chase Azevedo, GMWSS
Shawn Derrington, GMWSS
Dudley Burberry, GMWSS

Jeff Nutter, GMWSS
Daryl Mulder, GMWSS
Alan Bryan, GMWSS
Melissa Waite, GMWSS
Barbara Bowman, GMWSS
Jeremy Wood, GMWSS
Todd Osterloh, STBM

Meeting called to order by Chairman Jarvis at 12:00 p.m. on Tuesday, December 19, 2023.

There was quorum present. No guests and no public comments.

The Board made an amendment to the minutes from December 05, 2023 by adding the word "insurance". This was added to the last sentence, having it read, "Jeff Nutter brought to the attention of the Board that the new cyber security *insurance* policy was in effect and in place". A motion to approve the minutes from the December 05, 2023 meeting with amendment was made by Lewis Wolfe. Second by Jason Baird. Motion approved.

Financial Reports were next. Melissa Waite was present to answer any questions about monthly bills. Mr. Williams raised concerns over an item for payment to AT&T for repairs made to a service line at 635 Glass Pike. He is not in favor of paying AT&T until they pay for past damages to our infrastructure. The Board suggested that AT&T be put on notice about past damages incurred and claims will be made against the appropriate entities if future damages occur. Mr. Williams also raised concerns over the Enterprise program, with Chase Azevedo stating the program will be reevaluated by GMWSS. After discussions, a motion to approve the monthly bills as presented was made by Lewis Wolfe, with the understanding of placing AT&T and contractors on notice. Second by Chairman Jarvis. Motion approved with three yes votes (Jarvis, Wolfe, Baird) and one no (Williams). Mrs. Waite dismissed herself from the meeting at 12:15 p.m.

Jeff Nutter gave his presentation of the monthly financials.

Purchase Orders were addressed next with a total of five (5) on the agenda and an additional one being added after the agenda was released.

- a) Motion to pay Hach Company in the amount of \$11,301.00 was made by Chairman Jarvis. Second by Jason Baird. Motion approved.
- b) Motion to pay Evoqua Water Technologies in the amount of \$15,692.50 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.
- c) Motion to pay Judy Construction in the amount of \$556,572.37 was made by Glenn Williams. Second by Jason Baird. Motion approved.
- d) Motion to pay Herrick Company in the amount of \$644,00.00 was made by Lewis Wolfe. Second by Chair Jarvis. Motion approved. Note: Herrick was the second lowest bidder. The low bidder, CJ Hughes, did not acknowledge an addendum and left a certain scope of work out of their bid. The low bid was therefore eliminated, and the second low bid being approved.
- e) Motion to pay Hazen and Sawyer in the amount of \$696,000.00 was made by Jason Baird. Second by Glenn Williams. Motion approved. This PO correlates with item #1 under New Business for the Recommendation of Award for Design and Construction Administration Services for the South Side Water Storage Tank and Distribution System Improvements.
- f) Motion to pay LoVo, Inc. in the amount of \$9,500.00 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.

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

Shawn Derrington and Jeff Nutter presented information on Timesheet Software Update (WorkEasy Software). After discussion, it was agreed to evaluate out the new software before implementing it on a permanent basis.

Daryl Mulder presented the Engineering Report while Alan Bryan presented the Capital Project updates.

New Business was next on the agenda.

Hazen and Sawyer was awarded the design contract for the professional engineering services related to the design and construction of the South Side Water Storage Tank and Distribution System Improvements. This was approved during the Purchase Orders part of the meeting.

Shawn Derrington presented the Non-Disclosure Agreements for Radio Meters and Cost Studies . Jason Baird made a motion to approve GMWSS providing customer meter locations (no addresses or customer names) with water tank and plant coordinates to the vendor for the radio coverage and cost study. Second by Chairman Jarvis. Motion approved.

Jason Baird recused himself (1:04 p.m.) from the next item on the agenda because of his personal involvement with ongoing discussions regarding the matter. Chase Azevedo presented Kentucky League of Cities – Utility Partnership Agreement. Glenn Williams made a motion to move forward with the Utility Partnership Agreement with the Kentucky League of Cities. Second by Lewis Wolfe. Motion approved. Jason Baird rejoined the meeting.

Chairman Jarvis changed the agenda to have Chase Azevedo present his General Manager's Report before addressing the last item under New Business.

General Manager's Report was presented with specific items being emphasized below.

Administration

-Personnel, Policies, and Procedures Manual (PPPM) Update.

Finance

-System Development Charges (SDC)/Impact Fees.

Operations

-Kentucky Division of Water – Agreed Order.
-Lead and Copper Rule Improvement (LCRI) – Improvement.
-PFAS (forever chemicals) Update.

Engineering

-South Sewer Extension.

Extra Information

-Sawyer Pointe Billing Update.
-Relocation of Office/Facilities for the Collections Department.
-Kentucky Product Development & Initiative (KPD).
-Communications Director Position.

The final item under New Business was addressed next. Shawn Derrington presented the Surplus Property Resolution – Lancaster Generator. Glenn Williams made a motion to approve the transfer of ownership of the Lancaster Tank Generator to the City Agencies of Stamping Ground at no charge. Second by Lewis Wolfe. Motion approved.

Jason Baird made the motion to move to Executive Session at 1:28 p.m. Second by Glenn Williams. Motion approved under pending litigation, KRS 61.810(1)(c). Jeff Nutter, Dudley Burberry, Daryl Mulder, Alan Bryan, and Jeremy Wood all dismissed at 1:28 p.m.

A motion to return to regular session was made by Glenn Williams at 1:44 p.m. Second by Jason Baird. Motion approved. NO ACTION TAKEN.

Chairman Jarvis adjourned the meeting at approximately 1:45 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer