



Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting
Minutes for December 05, 2023
4:00 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, GMWSS
Jeff Nutter, GMWSS

Daryl Mulder, GMWSS
Alan Bryan, GMWSS
Barbara Bowman, GMWSS
Jeremy Wood, GMWSS
Todd Osterloh, STBM
CJ May, Parkview Medical
Cliff Wilson, Parkview Medical
Ross Bowen, Williamsburg Lane
Josh Vance, Williamsburg Lane

Meeting called to order by Chairman Jarvis at 4:04 p.m. on Tuesday, December 5, 2023.

Quorum was present at the meeting. Guests included CJ May and Cliff Wilson representing Parkview Medical, and Ross Bowen and Josh Vance representing Williamsburg Lane.

A motion to approve the minutes from the November 21, 2023 meeting was made by Lewis Wolfe. Second by Chairman Jarvis. Motion approved.

No public comments.

Availability Requests were next.

There were two (2) requests on the agenda.

1. 344-346 Williamsburg Lane – WWTP#1.

Motion to approve made by Chairman Jarvis, subject to the conditions contained in the memorandum. Second by Lewis Wolfe. Motion approved. Mr. Bowen and Mr. Vance dismissed themselves at 4:07 p.m.

Jeff Klocke joined the meeting via Zoom at 4:11 p.m., but disconnected sometime before 4:32 p.m. Jason Baird joined the meeting via Zoom at 4:08 p.m. before joining the meeting in person at 4:14 p.m.

2. Parkview Medical Center – Capacity Transfer – WWTP#1

Daryl Mulder presented the capacity transfer request from the Parkview Medical Center. CJ May verbally agreed to the transfer of the Parkview Medical Center's 3rd floor availability to the outlying Parcel 4 of the Parkview Center for the development of a retail pharmacy. Also included was a 90-day option to transfer the sewer capacity while the University's public procurement process takes place as required by state law. Should the process fail to materialize during the 90-day period, the option will expire and the original Availability Request will be restored. Motion to approve made by Glenn Williams, subject to conditions and stipulations contained in the memorandum. Second by Lewis Wolfe. Motion approved. Mr. May and Mr. Wilson dismissed themselves at 4:19 p.m.

Purchase Orders were addressed next with a total of two (2) on the agenda.

a) Motion to pay Hexagon Technologies in the amount of \$93,360.00 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.

b) Motion to pay Frederick and May Construction Company in the amount of \$37,800.00 was made by Glenn Williams. Second by Jason Baird. Motion approved.

Informational Updates (Discussion Only) were next.

1. Discussion Only for the January Board Meeting(s) Schedule was presented by Shawn Derrington. The Board of Commissioners and GMWSS staff agreed on new dates for January's board meetings. January 9, 2024 at and January 23, 2024.

New Business items were next.

1. Alan Bryan presented information pertaining to the Northwest Bypass Water Line Extension Change Order No.3. when the Purchase Order for Frederick and May Construction was addressed earlier in the meeting. GMWSS recommended the change order in the amount of \$37,800.00 and requested consideration from the Board of Commissioners to approve Change Order No.3. A motion to approve Change Order No.3 was originally made by Glenn Williams. Second by Jason Baird. Motion was approved.

2. Alan Bryan presented the Recommendation of Award for the UV Disinfection Upgrades and Modifications at Wastewater Treatment Plant No. 2. A motion to award the UV Disinfection Upgrades and Modifications to Herrick Company in the amount of \$644,000.00 was made by Glenn Williams, subject to Toyota's (TMMK) approval of the recommended bid. Second by Chairman Jarvis. Motion approved.

3. Jeff Nutter presented the Debt-to-Equity Ratio Board Approved Maximum. A motion to increase the maximum Debt-to-Equity Ratio of GMWSS from 50% to 60% was made by Glenn Williams. Second by Chairman Jarvis. Motion approved.

4. Shawn Derrington presented the Holiday Schedule 2024. A motion to approve the presented 2024 Holiday Schedule was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.


5. Chase Azevedo presented the Recommendation of Award regarding Development Impact Fees. A motion to approve the reimbursement of up to, but not exceeding, \$30,000.00 to the City of Georgetown for the development of an impact fee program was made by Glenn Williams. Second by Jason Baird. Motion approved.
6. Lewis Wolfe recused himself from the next item on the agenda at 4:55 p.m. He returned when discussion was over at 4:58 p.m. Chase Azevedo presented the Senior Citizen Discount for White Oak Village for informational purposes only.

No Executive Session was needed at this time.


Jeff Nutter brought to the attention of the Board that the new cyber security policy was in effect and in place.

Glenn
INSURANCE
↑

Chairman Jarvis adjourned the meeting at 4:59 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer