



# Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting  
Minutes for May 16, 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, GMWSS  
Jeff Nutter, GMWSS  
Daryl Mulder, GMWSS

Alan Bryan, GMWSS  
Melissa Waite, GMWSS  
Barbara Bowman, GMWSS  
Jeremy Wood, GMWSS  
Allison Caldwell, GMWSS  
Ashley Cash, GMWSS  
Jessica Eades, GMWSS  
Todd Osterloh, STBM  
Jihad Hallany, Vision Eng.

Meeting called to order by Chairman Jarvis at 12:00 p.m. on Tuesday, May 16, 2023.

Quorum was present at the meeting. Jeff Klocke and Daryl Mulder joined the meeting by Zoom.

A motion to approve the minutes as presented from the May 2, 2023 meeting was made by Lewis Wolfe. Second by Jason Baird. Motion approved.

Public Comments were next on the agenda.

1) Leak adjustments were presented to the Board.

- Tommy and Fannie Gaines – 2088 Stamping Ground Road  
-Glenn Williams recused himself. After discussion, no action was taken. Mr. Williams returned to the meeting.
- Trumpet Enterprises – 226 A Markham Drive  
-A motion to give an adjustment of \$1217.85, with repayment spread out over time was made by Glenn Williams. Second by Jason Baird. Motion approved.

Availability Request(s) were next.

There was one (1) request on the agenda.

1. 269 Connector Road / 3034 Paris Pike, Georgetown

Mr. Jihad Hallany of Vision Engineering was present to represent the named project. After discussion, two contingencies were to be added and met before approval of availability would be upheld. Contingencies are listed below.

- 1) Owner/developer understands that a proposed carwash is not part of this approval for sanitary sewer availability and a new availability request application must be submitted to GMWSS to obtain approval of sanitary sewer availability for said carwash once Wastewater Treatment Plant #1 (WWTP#1) reaches substantial completion.
- 2) Owner/developer must provide documentation regarding the process used to calculate the proposed demand of 2,000 gpd. Documentation must be provided to GMWSS staff and the GMWSS Board of Commissioners.

Motion to approve the availability was made by Glenn Williams, subject to conditions contained in the Memorandum with two additional contingencies. Second by Lewis Wolfe. Motion approved. Mr. Hallany dismissed himself from the meeting at 12:28 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 Jason Baird. Motion approved.

Jeff Nutter gave his presentation of the monthly financials.

Purchase Orders were addressed next with a total of eight (8) on the agenda.

- a) Motion to pay Home Depot Supply in the amount of \$5,544.04 was made by Glenn Williams. Second by Jeff Klocke. Motion approved.
- b) Motion to pay USALCO Ashtabula Plant in the amount of \$7,016.70 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.
- c) Motion to pay Sierra Enviro Tech in the amount of \$19,110.00 was made by Glenn Williams. Second by Jason Baird. Motion approved.
- d) Motion to pay Bennett & Williams in the amount of \$19,600.00 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.
- e) Motion to pay Weiser Construction in the amount of \$29,850.00 was made by Glenn Williams. Second by Jason Baird. Motion approved.
- f) Motion to pay Frederick & May Construction in the amount of \$178,290.00 was made by Jason Baird. Second by Jeff Klocke. Motion approved.
- g) Motion to pay Judy Construction under reservation of rights, subject to future claims, in the amount of \$750,084.62 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.
- h) Motion to pay Frederick and May Construction in the amount of \$2,141,875.00 was made by Jason Baird. Second by Chairman Jarvis. Motion approved.

Informational Updates were next on the agenda.

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

Jeremy Wood presented the Engineering Report. Capital project updates were addressed by Alan Bryan.

Barb Bowman gave the Monthly Safety Report.

New Business was next on the agenda.

Jeff Nutter presented the FY2024 Budget. A motion to approve the FY2024 Budget as presented was made by Glenn Williams. Second by Chairman Jarvis. Motion approved.

The Recommendation of Award to Bennett & Williams, Service Line Inventory Software, was approved earlier in the meeting when presented as part of the Financial Reports.

The Recommendation of Award to Weiser Construction, Water Tank Cleaning, was approved earlier in the meeting when presented as part of the Financial Reports.

Jason Baird dismissed himself from the meeting at 1:57 p.m. Jeff Klocke dismissed himself at 2:30 p.m.

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

Administration

-Medical Clinic

Engineering

-Capital Project Funding

Chase continued the manager's report with items that were not included in the report at print time:

-A group met at with the owner of the mobile home park (South Sewer Extension), now known as Sawyer Point. The owner is still pursuing additional funding for pavement improvements.

-South Sewer Extension East Interceptor – meetings have been held with discussions to partner up with landowners to install infrastructure at a future date.

-Spill on the Interstate that might have affected Royal Spring was eliminated.

-Todd Osterloh and Chase are still working on negotiations regarding Wastewater Treatment Plant #1, continuing to speak with DOW about the proposed agreed order, and working on a large open records request.

-Work continues on the Water Supply Analysis.

Chairman Jarvis adjourned the meeting at 2:40 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer