



Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting
Minutes for January 23, 2024
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
Shawn Derrington, GMWSS
Dudley Burberry, GMWSS
Jeff Nutter, GMWSS
Daryl Mulder, GMWSS

Alan Bryan, GMWSS
Melissa Waite, GMWSS
Barbara Bowman, GMWSS
Jeremy Wood, GMWSS
Jessica Eads, GMWSS
Allison Caldwell, GMWSS
Adam Terry, GMWSS
Tim Geneve, GMWSS

Meeting called to order by Chairman Jarvis at 12:01 p.m. on Tuesday, January 23, 2024.

Quorum was present at the meeting. Jason Baird joined by ZOOM. Jeff Klocke joined the meeting by ZOOM at approximately 12:10 p.m.

A motion to approve the minutes as presented from the January 9, 2024 meeting was made by Lewis Wolfe. Second by Chairman Jarvis. Motion approved.

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 excused herself from the meeting at 12:03 p.m.

Jeff Nutter gave his presentation of the monthly financials.

Purchase Orders were addressed next with a total of four (4) on the agenda.

a) A motion for ratification to pay Eastern Heating & Air Conditioning in the amount of \$5,975.00 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.

- b) Motion to pay Herrick Company in the amount of \$8,950.00 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.
- c) Motion to pay Leak Eliminators in the amount of \$9,010.00 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved.
- d) The Purchase Order regarding KM Specialty Pumps & Systems, in the amount of \$75,259.84, was pulled from the agenda. It was decided that this project should be advertised for bid before issuing a Purchase Order.

Informational Updates were next on the agenda.

Dudley Burberry presented the Operations Report. Water Loss for Quarter 4 was down to 12%. This percentage was the lowest since Quarter 3 of 2017.

Shawn Derrington presented the IT/Admin Report.

Daryl Mulder presented the Engineering Report with Alan Bryan providing the Capital Projects updates.

The discussion regarding the Water Treatment Plant- Unregulated Contaminant Monitoring Rule 5 was tabled due to Chase Azevedo being absent from the meeting due to illness.

Alan Bryan presented the WWTP No. 1 Upgrade and Expansion-Stored Materials Audit for discussion only. Alan commented to the Board that he and Paul Lawrence of Judy Construction visited the jobsite and inspected stored materials/equipment. Everything looked to be properly stored and in good condition.

Lewis Wolfe dismissed himself from the Board Meeting at 12:43 p.m.

The Frankfort Plant Board (FPB) -Water Purchase/Supply Agreement Update was tabled due to Chase Azevedo being absent from the meeting due to illness.

Shawn Derrington presented the South Sewer Extension - Billing Implementation Update for Sawyer Pointe.

New Business was next on the agenda.

The Recommendation of Award -WWTP No. 1 - Bypass Pumping was tabled. This project will be advertised for bids.

Miscellaneous was next on the agenda.

Jeff Nutter commented on two specific items from the General Manager's Report that are listed below.

Administration:

2. Communications Director Update.


Finance:

1. Fiscal Year 2025 Annual Operating Budget is underway.

Chairman Jarvis adjourned the meeting at 12:53 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer