



Board of Commissioners Meeting  
Minutes for December 17, 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  
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  
Steve Price, Public Comment  
Kyle Fannin, Bluegrass Baptist

Meeting called to order by Chairman Jarvis at 11:57 a.m. on Tuesday, December 17, 2024.

Quorum was present at the meeting. Jason Baird joined by Zoom.

Steve Price and Kyle Fannin were introduced as guests at the meeting.

A motion to approve the minutes from November 19, 2024, as revised, was made by Lewis Wolfe. Second by Chairman Jarvis. Motion approved.

Public Comments were next on the agenda.

1. Steve Price addressed the Board of Commissioners with a presentation on uses of non-potable water. Mr. Price finished up at approximately 12:11 p.m. and dismissed later in the meeting.

Chairman Jarvis amended the agenda by moving to New Business and addressing #12, Bluegrass Baptist Church – task order. Kyle Fannin was present, representing Bluegrass Baptist Church. Chase Azevedo presented the subject matter. GMWSS staff was looking for execution of the revised Scope of Services for Hazen to separate and complete the work related to distribution system improvements in the vicinity of Ironworks Road and Etter Lane. If approved, GMWSS and Bluegrass Baptist Church will execute a reimbursement agreement for the church to pay for the additional engineering fees. GMWSS staff will present the reimbursement agreement to the Board of Commissioners for consideration before execution of the Task Order with Hazen. Direction was given by the Board to move forward with the water service agreement. Mr. Fannin dismissed from the meeting at 12:19 p.m.



Chairman Jarvis stayed in New Business and addressed #16, 2025 GMWSS Holidays. A motion to approve the 2025 GMWSS Holiday Schedule was made by Glenn Williams. Second by Jeff Klocke. Motion approved.

Chairman Jarvis returned to the original agenda and continued under Financial Reports. 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 Jeff Klocke. Motion approved. Mrs. Waite excused herself from the meeting at 12:21 p.m.

Jeff Nutter gave his presentation of the monthly financials.

Informational Updates were next on the agenda.

Dudley Burberry presented the Operations Report.

Shawn Derrington presented the IT/Admin Report.

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

Alan Bryan led discussion on the Desha and Water Street Interceptor Sewer Replacement. Chase told the Board that GMWSS staff will provide an update on which projects on the Availability Request Waiting List will flow through the Desha Trunk Line.

Chase Azevedo led the discussion regarding the Frankfort Pike Development Project – Capacity Swap. An availability swap between Georgetown Commons (Bringardner Property) and Frankfort Pike Commercial Center may come before the Board at a future meeting. GMWSS staff were asked to check the status of projects on the Availability Request Waiting List and give the Board an update.

Chase Azevedo and Alan Bryan presented the memo with the subject of Collections Department Operations Center Recommendation of Award. The Board of Commissioners directed GMWSS staff to proceed with the Collections Department Operations Center with the understanding that value engineering will be conducted and brought to the Board upon completion.

New Business and Purchase Orders were addressed next. Sixteen (16) items were addressed on the agenda.

1. Jeff Klocke made a motion to pay Badger Meter, Inc. in the amount of \$6,735.00 for two Badger Telog Pressure Recorders and Service. Second by Lewis Wolfe. Motion approved.
2. Lewis Wolfe made a motion to pay Source Technologies in the amount of \$6,250.00 for the monthly charge of services and odor control chemicals at WWTP#2. Second by Glenn Williams. Motion approved.

3. Glenn Williams made a motion to pay Central Bank Card Services in the amount of \$6,846.84 for extending three Server Support contracts an additional three years. Second by Jason Baird. Motion approved.

Items 4, 5, 6, 8, 9, and 10 were ratifications. Glenn Williams made a motion to approve Items 4,5,6,8,9, and 10. Second by Jeff Klocke. Motion approved. Amounts and descriptions are listed under the appropriate item number.

4. Payment to Brenntag Mid-South in the amount of \$9,960.00 for 4,000 gallons of Sodium Hypochlorite (Bid Item).
5. Payment to Southern Sales Company in the amount of \$14,985.00 for the emergency repair of a Sulzer Pump.
6. Payment to Hexagon Technologies in the amount \$98,160.00 for 24,000 gallons of Hexafloc for WWTP#2.
7. Glenn Williams made a motion to approve the suppliers for 2025 chemical supplies. Second by Lewis Wolfe. Motion approved.
8. Payment to Georgetown Air Advantage in the amount of \$19,900.00 for HVAC replacement at the Water Treatment Plant.
9. Payment to Judy Construction in the amount of \$34,536.00 for Field Order #31 – WAS Bypass Line at WWTP#1.
10. Payment to Judy Construction in the amount of \$691,722.52 for Payment #44.
11. Chase Azevedo presented the memo regarding Grace Christian Church and Privilege Fee Agreement No. 16 Payment Schedule. Glenn Williams made a motion to allow Grace Christian Church to submit payment for PFA No.16 per the referenced payment plan stated in the memo. Second by Lewis Wolfe. Motion approved.
12. Bluegrass Baptist Church – Task Order was covered earlier in the meeting and noted in the minutes.
13. Daryl Mulder presented the memo with the subject Office Policy Manual Update, Labor and Equipment Hourly Rates. Discussion for adding an hourly rate of \$260.00 for Vacuum Truck/Hydro-Excavation with 2 operators. Jeff Klocke made a motion to accept the rate updates to the Office Policy Manual that was outlined in the memo plus the \$260.00. Second by Jason Baird. Motion approved.



14. Jeff Nutter presented the memo with the subject BIM Group, Business Associate Agreement. Lewis Wolfe made a motion to execute the HIPPA Business Associate Agreement with BIM Group. Second by Glenn Williams. Motion approved.
  
15. Jeff Nutter presented the memo with the subject Affidavit Staff Approval Limit, Leak Adjustments. Glenn Williams made a motion to increase the staff approval limit for leak adjustment affidavits from \$250.00 per occurrence to \$1,000.00 per occurrence. Second by Jeff Klocke. Motion approved.
  
16. 2025 GMWSS Holidays were approved earlier in the meeting and noted in the minutes.

Under Miscellaneous, Chase Azevedo presented the General Manager's Report and touched on the specific item listed below.

Operations

-Sanitary Sewer Pre-Treatment

Executive Session was needed. Chairman Jarvis made a motion to move into Executive Session at 1:42 p.m. under KRS 61.810(1)(c), discussions of proposed or pending litigation against or on behalf of the public agency. Second by Jeff Klocke. Motion approved.

A motion to return to regular session at 1:55 p.m. was made by Jeff Klocke. Second by Lewis Wolfe. Motion approved. NO ACTION TAKEN.

Chairman Jarvis adjourned the meeting at 2:10 p.m.

A handwritten signature in black ink, appearing to read "Les Jarvis", written over a horizontal line.

Les Jarvis, Chairman

A handwritten signature in blue ink, appearing to read "Glenn Williams", written over a horizontal line.

Glenn Williams, Secretary/Treasurer