



# Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting  
Minutes for February 20, 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, GMWS  
Jeff Nutter, GMWSS

Daryl Mulder, GMWSS  
Alan Bryan, GMWSS  
Melissa Waite, GMWSS  
Barbara Bowman, GMWSS  
Jeremy Wood, GMWSS  
Todd Osterloh, STBM  
Boyd Roland, GMWSS  
Derek Helms, GMWSS  
Peter Wilson, G-town News-Graphic

Meeting called to order by Chairman Jarvis at approximately 12:01 p.m. on Tuesday, February 20, 2024.

Quorum was present at the meeting. Jeff Klocke and Jason Baird joined by ZOOM.

Guests included GMWSS employees Boyd Roland and Derek Helms. Also attending was Peter Wilson from the Georgetown News-Graphic.

A motion to approve the minutes as presented from the February 6, 2024 meeting was made by Lewis Wolfe. Second by Chairman Jarvis. Motion approved.

No Public Comments and no Availability Requests.

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 12:04 p.m.

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 Hach Company in the amount of \$5,560.00 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.

- b) Motion to pay Citco Water in the amount of \$6,300.00 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.
- c) Motion to pay Rob Jones Electric in the amount of \$6,322.08 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.
- d) Motion to pay Leak Eliminators in the amount of \$6,825.00 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved.
- e) Motion to pay Brenntag Mid-South in the amount of \$11,205.00 was made by Glenn Williams. Second by Lewis Wolfe. Motion approved.
- f) Motion to pay Judy Construction in the amount of \$2,469,829.66 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved. Note: Approval for this PO was revisited after item (h). Legal counsel advised that the second to the motion made by Jeff Klocke should be withdrawn because his attendance was via ZOOM and not in person. A new motion was made by Glenn Williams, second by Chairman Jarvis. Motion approved.
- g) Motion to pay Xylem Water Solutions in the amount of \$227,550.00 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved.
- h) Motion to pay Service Specialties in the amount of \$15,913.11 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.

Leak adjustments were addressed next with Scott County Board of Education and City of Sadieville being the subjects of discussion.

- a) Scott County Board of Education. The leak adjustment was tabled. The requested additional usage data being collected for another month. The request will be brought before the Board at a later date.
- b) City of Sadieville. Chairman Jarvis made the motion to approve a leak adjustment for the City of Sadieville in the amount of \$2,750.67. Second by Glenn Williams. Motion approved. Lewis Wolfe did not participate in either discussion or vote.

Informational Updates were next on the agenda.

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

Daryl Mulder presented the Engineering Report. Information regarding the Regal Springs project was requested by the Board. Mr. Mulder let the Board know that he has tried to contact the engineer, developer, and current property owner several times, but has only corresponded briefly with the property owner with no response from others. Mr. Mulder wants to inform the appropriate parties that the project's availability is subject to being removed and capacity added back to the queue. Chase Azevedo advised Daryl Mulder that a certified letter needs to be sent to the appropriate parties after review by legal counsel.

Alan Bryan provided the Capital Project updates.

Chase Azevedo presented an informational update on the Water Purchase Agreement with the Frankfort Plant Board (FPB) and provided a draft of Amendment No. 4 regarding the purchase agreement.

Shawn Derrington provided a Sawyer Pointe Billing Update. (Discussion Only)

Chase Azevedo presented Pending Change Orders regarding the South Sewer Extension Project. (Discussion Only)

Dudley Burberry and Alan Bryan presented information regarding Collection Facilities. The Collections Department's offices will be demolished soon and a new location and design for facilities has been determined. (Discussion Only)

Jeff Klocke dismissed from the meeting at 1:55 p.m.

New Business was next on the agenda.

Chase Azevedo presented information regarding the RENEWAL to the FedEx – Carley Drive Distribution Facility Agreement for Sanitary Sewer Service and requested the Board to renew the Agreement for two (2) more years. Lewis Wolfe made a motion to approve the renewal of the Agreement for Sanitary Sewer Service. Second by Glenn Williams. Motion approved.

Miscellaneous was next on the agenda.

Chase Azevedo presented the General Manager's Report and touched on specific items listed below.

Administration:

3. Customer Service – Members commenced operational training across GMWSS
4. Employee Medical Clinic – GMWSS met with Premise Health who provided a preliminary annual Membership cost.
5. GMWSS received draft updates on Jan 31 regarding the Personnel, Policies, and Procedures Manual.

Executive Session was next.

Glenn Williams made the motion to move to Executive Session at 2:03 p.m. Second by Lewis Wolfe. Motion approved under proposed or pending litigation, KRS 61.810(1)(c). Motion approved.

A motion to return to regular session was made by Glenn Williams at 2:21 p.m. Second by Lewis Wolfe. Motion approved.

NO ACTION TAKEN.

Chairman Jarvis adjourned the meeting at 2:21 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer