



Georgetown Municipal Water and Sewer Service

Board of Commissioners Meeting
Minutes for May 21, 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
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
Carissa Garland, GMWSS
Jeremy Wood, GMWSS
Boyd Roland, GMWSS
Todd Osterloh, STBM
Jessie Taylor, Premise Health Services
Doug Switzer, Premise Health Services
Peter Wilson, G-town News-Graphic

Meeting called to order by Chairman Jarvis at approximately 12:02 p.m. on Tuesday, May 21, 2024.

Quorum was present at the meeting.

Introduction of Guests included Jessie Taylor and Doug Switzer of Premise Health Services. Also present was Peter Wilson from the Georgetown News-Graphic.

Lewis Wolfe noted a correction that needed to be made to the minutes from May 07, 2024. Near the bottom of page one, the years that noted the maturity date of a one-year note needed to swap their location in the sentence. The correction should read, "...include a one-year note with a maturity date of 2025 instead of 2026". Todd Osterloh asked that the word "commercial" be added to a sentence near the end of the minutes. The correction would make the sentence read as, "Motion made by Chairman Jarvis, second by Jason Baird, to authorize the placement of statutory liens on all *commercial* ratepayers that have delinquent accounts of \$10,000.00 or more. A motion to approve the minutes from May 07, 2024, with amendments, was made by Lewis Wolfe. Second by Jason Baird. Motion approved.

Chairman Jarvis moved an Informational Update on the agenda to be addressed at this time. Jessie Taylor and Doug Switzer were present to represent Premise Health Services. Jeff Nutter introduced Premise Health Services to discuss what can be provided from their company to ours (GMWSS). Jeff Nutter felt that it would be a good idea for a representative from Premise Health Services (PHS) to provide a detailed explanation of their services to the Board of Commissioners since PHS was included in next year's budget. Discussion held. The representatives dismissed from the meeting at 12:33 p.m.

Chairman Jarvis moved the meeting back to follow the agenda.

Under Public Comments there was a leak adjustment to be considered. Glenn Williams recused himself from this subject consideration at 12:34 p.m.

1. Jeff Nutter presented the Leak Adjustment for GMWSS sewer only customer, Lisa Dutra, who lives at 114 Dunn Circle in Georgetown. After discussion, Lewis Wolfe made the motion to accept a leak adjustment as presented, totaling \$2,106.90. Second by Jason Baird. Motion approved. Glenn Williams returned to the meeting at 12:34 p.m.

Availability Requests were next on the agenda. There was one (1) availability request to be presented.

1. 121 Southgate Drive – Georgetown – WWTP #1
Motion to approve was made by Glenn Williams, subject to the conditions contained in the memorandum. Second by Jason Baird. Motion approved.

Financial Reports were next on the agenda. 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 12:46 p.m.

Jeff Nutter gave his presentation of the monthly financials.

Informational Updates were next on the agenda.

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

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

New Business and Purchase Orders were addressed next with a total of six (6) on the agenda.

1. A motion to approve Change Order No. 7 and pay Judy Construction, Inc. in the amount of \$80,803.67 was made by Glenn Williams. Second by Jason Baird. Motion approved.
2. The next item was a ratification. Motion to pay Judy Construction, Inc. in the amount of \$696,950.73 was made by Glenn Williams. Second by Chairman Jarvis. Motion approved.
3. A motion to pay Boyd Cat Company in the amount of \$28,400.00 was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.

Items 4, 5, and 6 were all addressed at the same time. A motion to pay items 4,5, and 6 to Enterprise Fleet Management (Blanket Purchase Orders) in amounts not to exceed of \$45,000.00, \$45,000.00, and \$80,000.00 was made by Glenn Williams. Second by Jason Baird. Motion approved.

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

Administration:

- Jeff Nutter filled in for Chase at the May 20, 2024 City Council Meeting.
- The second reading and approval of the Bond Anticipation Note #4 occurred at the City Council Meeting.
- Barb Bowman and Chase reviewed the draft updates from STBM regarding the Personnel, Policies, and Procedures Manual (PPPM) Update and submitted comments back to STBM staff on May 13, 2024.

Finance:

- FY2025 Annual Operating Budget will be presented to City Council on June 10, 2024.
- Frankfort Plant Board (FPB) provided minimum purchase scenarios with associated rates. GMWSS staff members are analyzing and anticipate making a recommendation to the Board of Commissioners related to revision/update of the Agreement.
- GMWSS Staff is reviewing Developer Impact Fees and will be providing comments back to the City of Georgetown.
- Funding – Commonwealth of Kentucky Biennial Budget.

Operations:

- Advanced Metering Infrastructure (AMI) continues to be researched by GMWSS staff.
- Lead and Copper Rule Improvement (LCRI) – Inventory.

Following the General Manager's Report, Chairman Jarvis made a motion to move into Executive Session at 1:36 p.m. to discuss proposed or pending litigation, which falls under KRS 61.810(1)(c), and discussion on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency, which falls under KRS 61.810(1)(b). Second by Jason Baird. Motion approved.

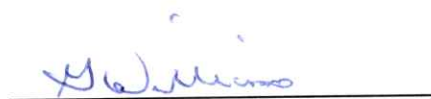
A motion to return to regular session at 2:25 p.m. was made by Lewis Wolfe. Second by Glenn Williams. Motion approved.

NO ACTION TAKEN

Chairman Jarvis adjourned the meeting at 2:25 p.m.



Les Jarvis, Chairman



Glenn Williams, Secretary/Treasurer