



**Board Meeting**

**~ Preliminary Agenda ~**

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**Wednesday, December 21, 2016**

**1:00 PM**

**Board Room**

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**INFORMATION FOR THE BENEFIT OF THE PUBLIC:**

**Public Notice:** Regular board meetings are held the first and third Wednesdays of the month at MLGW's Administration Building unless otherwise noted in the public notice filing and website. The proposed agenda will be posted in the public section of the ground floor lobby of the Administration Building and on MLGW's website at least 48 hours before the Board meets. You may access the proposed Board agenda and all available documents related to the items linked from the agenda on the Internet at: [www.mlgw.com](http://www.mlgw.com). Large agreements, items related to Homeland Security or items received too late to post may not be viewable. You may view those documents in the Public Records Office prior to or after the Board meeting. By Board action, agenda items may be added, deleted or held for later consideration at a later board meeting.

**Consent Agenda:** Items shown under the Consent Agenda consists of items considered to be routine and non-controversial upon which the documentation provided to the Board is adequate to give sufficient information for approval without inquiry or discussion during the Board meeting. The use of the Consent Agenda is designed to minimize the time required for the handling of routine matters in order to permit additional time to be spent on more significant matters. The Chairman will call for approval on the Consent Agenda as a whole and the vote will be treated as a separate vote on each item. At the request of a Board member, the Chairman may move any item on the Consent Agenda to the Regular Agenda.

**Regular Agenda:** Item(s) to be individually considered for Board action.

**Filed Items:** The Board may be provided information which does not require Board approval or Board discussion but which is noted for the official record as having been supplied to the Board.

**Resolutions:** Generally, there are two types of resolutions subject to approval by the MLGW Board of Commissioners. Internal Board Resolutions are within the full authority of the Board and considered final upon the acceptance of the minutes of that board action. External Board Resolutions are subject to the approval of the City Council and are not considered final until the City Council accepts the minutes of their approval for such.

**ADA:** As a covered entity under Title II of the Americans with Disabilities Act, MLGW does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. To ensure availability, such request should be made 72 hours in advance by contacting Eric Conway at (901) 528-4486 during business hours.

**To Officially Communicate to the Board:** Any individual member or group of the general public desiring to address the Board orally on items of interest to the public that are within the subject matter jurisdiction of the Board, shall complete an **MLGW Board Speaker Card** to make such desire known to the Board Secretary. Such request to be heard should be marked with the date of the meeting; the agenda item number; if the comments are in support, opposition, or general as they relate to the item; the speaker's name and address; and if the speaker is representing someone else as a paid consultant. Paid lobbyists must complete the required disclosure of their client's name, phone number, and address. Statements shall not exceed three minutes unless additional time is granted by the Board Chair. When recognized, please proceed forward to the podium and state your name and address. The board and staff will not answer questions that are asked in this forum but written questions or a written statement may be provided to the Board Secretary for entry into the official record. If any Board member receives approval of the Board Chairman, that Board Member may address questions to the person providing the public statement.

**CALL TO ORDER AND OPENING REMARKS:** Chairman Sisnett

**PLEDGE OF ALLEGIANCE:** Chairman Sisnett

**ROLL CALL:** Dana Jeanes

**APPROVALS:**

Approve Minutes of the Meeting of December 7, 2016.

**CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:** Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated December 6, 2016, Items 17 through 24 and Items 26 through 40.

**NEW BUSINESS**

1. Election of Chair
2. Election of Vice-Chair

**SPECIAL PRESENTATIONS:**

MLGW Hero Award - Beverly Perkins

**GENERAL STATEMENTS FROM THE PUBLIC:**

**PRESIDENT'S BRIEFING:**

1. Review of Consent Agenda - Jerry R. Collins, Jr.  
(President's Briefing Continued on Page 3)

**CONSENT AGENDA**

(Items 1 through 5)

**CONSTRUCTION & MAINTENANCE DIVISION**

1. Resolution approving Change No. 5 to Contract No. 11539, Mobile Document Shredding Services, with Vital Records Control, Incorporated with no increase in the contract value. (This change is to expand the scope of service to include shredding services at 5300 Willow Lake, a temporary MLGW satellite location. The service includes two (2), 96-gallon containers to be serviced twice a month at no additional cost. The current contract term will remain through January 3, 2018.) (Jozelle Booker)
2. Resolution awarding Contract No.11894, Grounds Maintenance - Well Lots, to Turf Doctors L&LM, LLC, in the funded amount of \$69,081.60. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**CUSTOMER CARE DIVISION**

(None)

**ENGINEERING & OPERATIONS DIVISION**

3. Resolution awarding a contract to Harcros Chemicals Incorporated for the purchase of sodium hexametaphosphate, in the amount of \$1,398,196.80. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**FINANCE DIVISION**

(None)

**GENERAL COUNSEL DIVISION**

(None)

**HUMAN RESOURCES DIVISION**

4. Resolution approving the following positions: Position No. 05711, Layout Designer; Position No. 06054, Layout Designer; and Position No. 06922, Facilities Locator. (Jerry R. Collins, Jr./Von Goodloe)

**INFORMATION SERVICES DIVISION**

(None)

**PRESIDENT'S DIVISION**

5. Resolution approving Change No. 1 to Contract No. 11874, Courier Services, with Express Courier International, Incorporated, in the funded amount of \$6,162.22. (This change is to expand the scope to include 13 additional weekly stops at three locations in which MLGW provides pick-up and delivery services. The three locations are as follows: 5300 Willow Lake, Building 1, a MLGW temporary satellite location; Memphis City Hall; and Memphis Chamber of Commerce. The current contract term will remain through September 5, 2017.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**PRESIDENT'S BRIEFING (Continued):**

2. Other - Jerry R. Collins, Jr.

**COMMITTEE REPORTS:**

Human Resources Committee Report - Commissioner Mitch Graves

**ADDITIONAL MEETINGS**

11:00 a.m. - Pension Board Meeting - Room 511

12:00 p.m. (or immediately following the Pension Board Meeting) –

OPEB Committee Meeting - Room 511