



Board of Light, Gas and Water Commissioners

220 S. Main Street
Memphis, TN 38103
www.mlgw.com

Board Meeting

~ Minutes ~

Wednesday, September 4, 2013

1:30 PM

Board Room

CALL TO ORDER AND OPENING REMARKS:

Chairman Wishnia

The meeting was called to order at 1:30 p.m.

PLEDGE OF ALLEGIANCE:

Chairman Wishnia

The Pledge of Allegiance was recited.

ROLL CALL:

Dana Jeanes

Attendee Name	Title	Status	Arrived
Derwin Sisnett	Board Member	Present	
Rick Masson	Vice Chairman	Present	
Steven Wishnia	Chairman	Present	
Darrell T. Cobbins	Board Member	Late	1:35 PM

The following staff members were present: Jerry R. Collins, Jr., President and CEO; Dana Jeanes, Vice President, CFO and Secretary-Treasurer; Cheryl Patterson, Vice President and General Counsel; Nick Newman, Vice President, Construction and Maintenance; Von W. Goodloe, Vice President, Human Resources; and Lashell Vaughn, Vice President and Chief Technology Officer. The following staff members were absent: Christopher Bieber, Vice President, Customer Care and Alonzo Weaver, Vice President, Engineering and Operations.

APPROVALS:

Motion To: Approve Minutes of Meeting of August 15, 2013.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derwin Sisnett, Board Member
SECONDER:	Rick Masson, Vice Chairman
AYES:	Derwin Sisnett, Rick Masson, Steven Wishnia
ABSENT:	Darrell T. Cobbins

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:

Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated August 20, 2013, Items 28 through 30 approved by the Board on April 18, 2013 and Items 12 through 14 approved by the Board on August 1, 2013. (See Minute Files 1364 and 1368.)

GENERAL STATEMENTS FROM THE PUBLIC:

1. James Terrell, 4789 Painted Oak Cove, addressed the Board regarding a billing dispute. He asked questions in regard to the billing cycle and meter reading processes. Chairman Wishnia and President Collins asked Mr. Terrell to provide his information to Clint Richardson so his concerns could be addressed by Mr. Richardson.

2. Samuel Ducksworth, 1062 E. Walthal, addressed the Board. He had addressed the Board approximately a month ago regarding the same complaint. He felt his utility bill is extremely high due to estimating and a possible faulty meter. His concerns had been investigated, with a letter sent to him, explaining the findings. President Collins retrieved copies of the information collected during the investigation and a copy of the letter that was sent to Mr. Ducksworth. Clint Richardson answered questions directed to him from the Board regarding the findings of the investigation.

PRESIDENT'S BRIEFING:

1. Review of Consent Agenda - Jerry R. Collins, Jr.

(President's Briefing Continued on Page 193)

The original of the resolutions and documents relating to each item is filed in the vault on the fifth floor of the MLGW Administration Building, 220 South Main. The original documents shall control in the event of any conflict between the description and these minutes and the original documents.

CONSENT AGENDA

(Items 1 through 14)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rick Masson, Vice Chairman
SECONDER:	Derwin Sisnett, Board Member
AYES:	Derwin Sisnett, Rick Masson, Steven Wishnia, Darrell T. Cobbins

CONSTRUCTION & MAINTENANCE DIVISION

1. Resolution approving rejection of the proposals received up to 4:00 p.m. on Tuesday, May 21, 2013, for Contract No. 11616, Replace Variable Frequency Drive in the Administration Building. A notice to bidders was advertised, 17 bids were solicited, four bidders were qualified and only one bid was received. (Jozelle Booker)
2. Resolution giving MLGW the authority to purchase fuel from Petroleum Traders via a combined fuel contract solicited and executed by the City of Memphis on behalf of Memphis Light, Gas and Water Division and the City of Memphis. (Jozelle Booker)
(REQUIRES CITY COUNCIL APPROVAL)

CUSTOMER CARE DIVISION

(None)

ENGINEERING & OPERATIONS DIVISION

3. Resolution approving Change No. 1 to Contract No.11549, 2013 External Corrosion Direct Assessment ("ECDA") Inspection/Survey of Natural Gas Pipeline, to Southern Cross Pipeline Integrity Services, LLC dba JW's Pipeline Integrity Services, in the funded amount of \$28,900.00. (This change is to add three additional Guided Wave Ultra Sonic Tests (GWUT) to comply with DOT regulations. In the event mobilization/demobilization and weather delays are needed, a \$14,500.00 contingency is included. The new contract value is \$207,900.00.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution approving Change No. 2 to Contract No. 11427, Audiolog Recorders Upgrade, with Carolina Recording System, to change the current contract in the funded amount of \$39,485.00. (This change is to upgrade the existing Audiolog Recorder System to Version 5 in the funded amount of \$39,485. This change allows management to have desktop screen recording integration in a virtual PC environment, as well as allow the MLGW Commercial Resource Center and Service Dispatch areas for customer call quality and assessment.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
5. Resolution awarding sixty month blanket contracts for the purchase of single-phase pole type distribution transformers, to Howard Industries, Inc. in the amount of \$5,669,551.96 and ERMCO c/o Utility Sales Agency in the amount of \$2,513,454.60. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
6. Resolution awarding contract to Atkinson Industries, Inc. c/o H. V. Sales for the purchase of a prefabricated modular structure, in the amount of \$254,529.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
7. Resolution awarding a contract to Saft America, Inc. c/o H.V. Sales for a stationary battery, in the amount of \$55,569.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
8. Resolution awarding Contract No. 11650, Overhead Water Storage Tank Paint Inspector to Tank Industry Consultants, in the funded amount of \$271,975.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

FINANCE DIVISION

9. Resolution approving the rejection of bids, due to the fact that the current inventory is at an adequate level to satisfy upcoming projects and maintenance. (Jozelle Booker)
10. Resolution awarding a thirty-six month blanket contract to Universal Scaffolding and Equipment, LLC, for underground fittings, in the amount Of \$1,457,671.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

GENERAL COUNSEL DIVISION

(None)

HUMAN RESOURCES DIVISION

11. Resolution approving Change No. 1 to Contract No. 11552 Influenza Vaccine, to Wellness First, Incorporated, in the funded amount of \$36,000.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
12. Resolution approving the following part-time positions: Position numbers 06186 through 06205, Office Clerk. (Jerry R. Collins, Jr.)

INFORMATION SERVICES DIVISION

13. Resolution approving Change No. 3 to Contract No. 10927, Perpetual Licensing Agreement, with Pitney Bowes Software, Incorporated to renew software maintenance and support services for the current contract in the funded amount of \$31,067.00. (This change is to renew the current contract for software maintenance and support services for the period covering September 1, 2013 to August 31, 2014 in the funded amount of \$31,067.00, which reflects a 4% increase from the previous year. The new contract value is \$277,695.00.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S DIVISION

14. Resolution awarding a thirty-six month contract to Tension Envelope Corporation for utility bill envelopes, in the amount of \$472,140.52. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

REQUEST FOR SAME DAY MINUTES FOR ITEM NO. 12

Motion To: Motion to Approve Same Day Minutes for Item No. 12

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rick Masson, Vice Chairman
SECONDER:	Darrell T. Cobbins, Board Member
AYES:	Derwin Sisnett, Rick Masson, Steven Wishnia, Darrell T. Cobbins

PRESIDENT'S BRIEFING (Continued):

2. Greater Memphis Chamber Economic Development Report - Bill Bullock discussed two Resolutions that would be included at the next meeting's Agenda. He also introduced Mr. John Moore, President and CEO, of the Greater Memphis Chamber. He discussed his positive experience with having a Smart Meter in his home and the importance of maintaining a relationship with MLGW. Mr. Mark Herbison, Sr. VP, Economic Development, and Mr. Dexter Muller, Sr. VP, Community Development, each discussed the importance of bringing new businesses to Memphis and developing new programs to enhance an educated work force. Mr. Andre Dean, VP, Public Policy & Community Affairs, was also present.

3. Human Resources Policy 22-16, Jury Duty/Summons - Rutha Griffin reviewed the changes being made to the policy and stated the policy will be on the next meeting Agenda.
4. Human Resources Policy 23-16, Accessing and Changing Customer Accounts - Rutha Griffin summarized the changes of the policy and noted this policy will be on the next meeting Agenda.
5. Other - Jerry R. Collins, Jr.

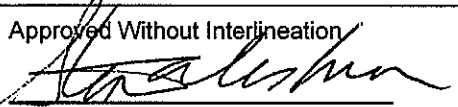
COMMITTEE REPORTS:

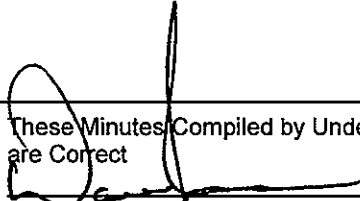
Human Resources Committee - Commissioner Darrell Cobbins advised that grievances are down in Steps 3 and 4. In regard to the safety report, more training needs to be done pertaining to vehicles and stationary objects. There is continual focus on career paths for women in non-traditional positions. He stated the Section Supervisor issue in Cashiering is being addressed by the Hay Group. Dana Jeanes provided an update stating the Hay Group Rep is currently on-site and would complete his evaluation on September 5, 2013.

ADJOURNMENT :

There being no further business, the meeting was adjourned at 2:27 p.m.

SEE MINUTE FILE NO. 1367.

Approved Without Interlineation

Chairman

These Minutes Compiled by Undersigned and
are Correct

Secretary-Treasurer