



Board of Light, Gas and Water Commissioners

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

Board Meeting

~ Minutes ~

Wednesday, August 17, 2016

1:00 PM

Board Room

CALL TO ORDER AND OPENING REMARKS:

Chairman Sisnett

The meeting was called to order at 1:00 p.m.

PLEDGE OF ALLEGIANCE:

Chairman Sisnett

The Pledge of Allegiance was recited.

ROLL CALL:

Dana Jeanes

Attendee Name	Title	Status	Arrived
Mitch Graves	Board Member	Present	
Derwin Sisnett	Chairman	Present	
Darrell T. Cobbins	Vice Chairman	Present	
Steven Wishnia	Board Member	Present	
Carlee McCullough	Board Member	Present	

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; Christopher Bieber, Vice President, Customer Care; Alonzo Weaver, Vice President, Engineering and Operations; Von W. Goodloe, Vice President, Human Resources; and Lashell Vaughn, Vice President and Chief Technology Officer. Nick Newman, Vice President, Construction and Maintenance did not attend the meeting.

APPROVALS:

Motion To: Approve Minutes of the Meeting of August 3, 2016.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mitch Graves, Board Member
SECONDER:	Steven Wishnia, Board Member
AYES:	Graves, Sisnett, Cobbins, Wishnia, McCullough

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:

Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated August 9, 2016, Items 7 through 21. (See Minute File No. 1403.)

PRESENTATIONS:

(None)

GENERAL STATEMENTS FROM THE PUBLIC:

1. Angea Stewart-Woods, 797 Baltimore Street, addressed the Board and was very upset because a MLGW Technician arrived at her house without prior notice. She stated the amount owed is \$200 and she continues to get notices showing that she owes \$400. Chairman Sisnett asked for clarification as to whether the Technician was testing the meter or cutting off her services. Ms. Stewart-Woods indicated the Technician was there to check the meter. Chairman Sisnett apologized to her for any inconvenience this may have caused her. President Collins also apologized and stated there was no intention to upset or humiliate Ms. Stewart-Woods. President Collins also stated that a solution has been worked out so that her bill will match a cut off notice to avoid confusion. Chairman Sisnett requested this matter be resolved today. President Collins asked an employee present at the meeting to assist Ms. Stewart-Woods.

2) Clemmie Timberlake, 1066 Poplar, stated she was treated disrespectfully when she visited a MLGW Community Office. She stated she took her deposit out of her rent to pay the deposit and later was able to get assistance from CSA and MIFA. She stated the agencies told her to request her refund back from MLGW. She stated she had to go to the community office on three separate occasions to get her money back. Chairman Sisnett and President Collins both apologized and stated the matter would be looked into.

3) Bill Hawkins, 4000 Clearpool Circle, stated he would personally pay Ms. Woods' bill for her today. He stated that management should be more customer focused. Chairman Sisnett commended Mr. Hawkins for his kind gesture. However, he pointed out that this is not a management issue and in fact, this is a utility issue and we should all take responsibility.

PRESIDENT'S BRIEFING:

1. Summary of MLGW Bond Issues - President Collins asked Dana Jeanes to report on the bonds. He reviewed a handout explaining the statistical breakdown of each Division. He pointed out the exceptionally low interest rates. He also explained the different approach of the two rating agencies in determining their final ratings. He stated everything went smoothly and the closing date is scheduled for September 1. Commissioner Graves asked why three bonds were issued. Mr. Jeanes explained that by Charter they must be handled that way and standalone financially. Commissioner Wishnia agreed that these are great rates.

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

(President's Briefing Continued on Page 79)

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 9)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Carlee McCullough, Board Member
SECONDER:	Mitch Graves, Board Member
AYES:	Graves, Sisnett, Cobbins, Wishnia, McCullough

CONSTRUCTION & MAINTENANCE DIVISION

1. Resolution approving Change No. 4 to Contract No. 11535, Pest Control, with Nu Era Pest Control, in the funded amount of \$29,020.00. (This change is to renew the current contract for the fourth and final annual renewal term for the period covering November 1, 2016 through October 31, 2017, with no increase in rates from the previous year. In addition, this renewal reflects a 2.11% increase in the value of the contract due to adding termite inspection/treatment at the following locations: 1) 1060 Tupelo (Building No. 3); 2) 8145 Woodstock-Cuba Road; and 3) 3941 Grandview - Meter Shop Area.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

CUSTOMER CARE DIVISION

(None)

ENGINEERING & OPERATIONS DIVISION

2. Resolution approving Change No. 1 to Contract No. 11758, Davis-Paul Lowry Bore (Pidgeon Water Loop), with Owens Irrigation, Incorporated, d/b/a Owens Construction Services of Tennessee, in the funded amount of \$4,400.00. (This change is to increase the current contract to cover the cost of additional Railroad Protective Liability Insurance required by MLGW and CNR. The insurance was not included in the bid solicitation document or the contract but required of the Contractor by the railroad.) (Jozelle Booker) (REQUIRES CITY COUNCIL APROVAL)
3. Resolution awarding Contract No. 11853, Installation of Distribution Process Control System at Shaw Pumping Station, to American Electrical Contractors, Incorporated, in the funded amount of \$134,991.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution approving payment of an invoice for the annual facility maintenance fee for public water systems, to Tennessee Department of Environment and Conservation, in the amount of \$124,054.00. (Alonzo Weaver) (REQUIRES CITY COUNCIL APPROVAL)

FINANCE DIVISION

(None)

GENERAL COUNSEL DIVISION

5. Resolution approving Change No. 2 to Contract No. 11507, Online Legal Research, with Lexis Nexis, in the funded amount of \$13,398.00. (The initial term of the contract was for 60 months from the date of the Notice to Proceed. This change is to extend the current contract for three months for the period covering October 1, 2016 through December 31, 2016. This extension will allow time for MLGW to solicit proposals for a new contract. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

HUMAN RESOURCES DIVISION

6. Resolution approving Change No. 4 to Contract No. 11552, Influenza Vaccine, with Wellness First, Incorporated, in the funded amount of \$36,000.00. (This change is to renew the current contract for the fourth and final annual renewal term covering the period October 22, 2016 through October 23, 2017, with no increase in rates from the previous year.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
7. Resolution approving Change No. 2 to Contract No. 11670, Workers' Compensation Brokering, with Willis of Tennessee, Incorporated, in the estimated funded amount of \$402,670.00. (This is the second renewal of a five-year contract. The renewal covers the period October 1, 2016 through September 30, 2017.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
8. Resolution approving Position No. 03628 - Distribution Design Engineer 1. (Jerry R. Collins, Jr./Von Goodloe)

INFORMATION SERVICES DIVISION

9. Resolution approving Change No. 5 to Contract No. 10813, Hewlett Packard Combined Support Agreement, with Hewlett Packard, Incorporated, in the estimated funded amount of \$2,318,298.27. (This change is to renew annual software maintenance, licenses, and support services covering the period December 1, 2016 through November 30, 2021. This renewal reflects a 1.04% increase from the previous renewal due to MLGW adding additional hardware and software to the support agreement in years two through five. Maintenance and support of this Hewlett-Packard hardware and software can only be provided by Hewlett Packard.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S DIVISION

(None)

PRESIDENT'S BRIEFING (Continued):

3. Budget Update - Second Quarter, 2016 - Rod Cleek reported that the operating margin for the electric and water divisions were favorable. He noted the gas division showed unfavorable results due to lower sales volume and lower interdivisional rents than budgeted. The operating expense and change in net position had favorable results for all three divisions. Commissioner Graves asked if the closing of the Cargill plant

impacted the water sales. Mr. Cleek responded yes, it did. Mr. Jeanes pointed out that water sales are typically up the second half of the year.

4. Other - Jerry R. Collins, Jr.

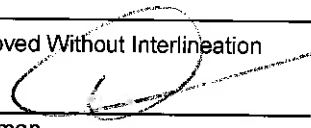
COMMITTEE REPORTS:

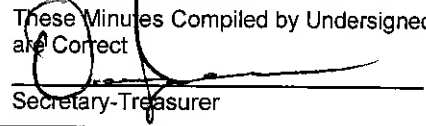
Human Resources Committee Report - Vice-Chairman Darrell Cobbins reported results of the last HR Committee Meeting. The Committee heard the Second Quarter Demographics report which reflected that we are underutilized in terms of female employees. He noted that various workshops, strategies, and outreach sessions have been held to make women more aware of employment opportunities at MLGW. He discussed the number of grievances and stated at the next Committee meeting a more in-depth report will be given in regard to where the grievances emanate from, what the issues are and how long they have been in place. He stated the Safety Report continues to highlight preventable vehicle accidents. He noted that Glenn Smith, Acting Supervisor of Safety and Technical Training, has been asked to talk to the Big 5 and obtain information regarding the strategies they are implementing to prevent vehicular accidents and what ideas we may be able to borrow.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:35 p.m.

(See Minute File No. 1404.)

Approved Without Interlineation

Chairman

These Minutes Compiled by Undersigned and
are Correct

Secretary-Treasurer