

**Regular Meeting
November 19, 2015**

Chairman Mr. Robinson called the regular meeting of the Board of Water and Sewer Commissioners of the City of Saraland, Alabama, to order at 6:30 P.M., at Saraland Water Service meeting room with the following Board members present:

Present:	Absent:
Mr. James Davis	
Mr. Jackie Haines	
Mr. Ron Mitchell	
Mr. O'Neil Robinson	
Mr. Scooter Thronson	

Mr. Raymond Bell of Bell Law Firm was present. Mr. Darryl Russell of McCrory & Williams was present.

Mr. Haines opened the meeting with a prayer.

Mr. Robinson welcomed Mr. Scooter Thronson to the Board.

Committee Reports:

Mr. Mitchell reported the fire hydrant that was hit by vehicle on Baldwin Road has been replaced. A 2" water main on Ponce de Leon Drive has been repaired. Two partial taps and 4 radio read meters have been installed.

Mr. Davis reported the men have completed 20 – 811 locate request and 6 work order cards.

Old Business:

Mr. Robinson opened the discussion on Qualawash.

New Business:

Mr. Davis introduced Cara Stallman the grant petitioner. The City of Saraland has a grant to purchase a generator for the Sewer Plant. Cara introduced Eliska Morgan Executive Director of the Alabama Restoration Council. Ms. Morgan explained the process to apply for grants through the Alabama Restoration Council.

Invoices for Ratification:

Invoice #20157512 from McCrory & Williams, Re: clerical in the amount of \$2684.00, dtd 11/1/15.

Invoice #2774 from Jim House & Associates, Re: Sewer Lift Station pump Lakeview & Twin Lakes in the amount of \$7064.00, dtd 11/2/15.

Mr. Haines made a motion to pool & pay the invoices as listed. Mr. Mitchell seconded. Motion carried.

Mr. Davis opened the discussion on the proper chain of command. Mr. Davis would like for Mr. Herring to remind the sewer personnel to follow the proper chain of command when a question arises about policy or procedures. The request should be given to Mr. Herring who will carry the request to the Board for review, not directly to the Mayor.

Mr. Davis opened the discussion on the Sewer Repair/Maintenance for Lift Stations. Mr. Davis asked Mr. Herring if he has a list of repairs currently needed. Mr. Herring gave each Board Member a list of items for review to be repaired. Mr. Davis requested that Mr. Herring continue compiling a list of priority repair needs and an inspection schedule.

Mr. Davis opened the discussion on Charleston Ridge Subdivision Lift Station pump. Mr. Hennis had the pump pulled and checked. Mr. Hennis recommendation is to replace the pump, three prices have been acquired. Mr. Mitchell made a motion to purchase the pump from Shephard Electric in the amount of \$6591.71 Mr. Haines seconded. Motion carried

Mr. Davis opened the discussion on a list of business customers that have industrial discharge. Definition of actual discharge/gallons/price. Mr. Herring stated currently there are only two businesses discharging. Aaron Oil is billed on a monthly basis. Mr. Russell recommendation is to adopt the current City of Saraland Ordinance in relation to pretreatment of sewer discharge. Mr. Haines made a motion that our policy is to follow the Ordinance adopted by the City of Saraland on pretreatment of sewer discharge. Mr. Mitchell seconded. Motion carried.

Mr. Davis opened the discussion on a list for the past 3-5 years of sewer issues processed on private property. Mr. Davis would like for Mr. Herring to develop this list.

Mr. Davis opened the discussion on applications for new Sewer additions only in Saraland Water Service area. No action taken.

Mr. Davis opened the discussion on drafting a contract between Saraland Water & Sewer Board and The City of Saraland for garbage billing & collection. The Board would like for Mr. Bell to draft a contract for review.

Report of Officers:

Mr. Mitchell reported Regions Corporate Trust 2008 Bond series has been paid November 18, 2015.

Superintendent's Report:

Mr. Hennis reported the Graham Street generator our personnel will prepare the site for installation and the electrical hook up will be contracted.

Mr. Hennis has been to the hospital to check on Mr. Reginald Rogers and to take the retirement plaque and gift.

Mr. Hennis reported the confined space entry class is still scheduled for December 1, 2015.
Mr. Hennis reported Allen Brunson and Terrance Brown are attending operator classes.

Engineer's Report:

Mr. Russell and Mr. Hennis met with the tank maintenance contractor they will begin work soon. Tank #2 will be down approximately six weeks. Notifications have been sent, also posted and will be run in the Call News about pressure issues during the maintenance period.

Attorney's Report:

Mr. Bell reported they will be finishing the contract with McCrory & Williams. The job description for Mr. Hennis is going thru the Mobile County Personnel Board. The Personnel Board will hold a public hearing.

Correspondence:

Invoice #2774 Jim House & Associates for lift station pump, dtd 11/1/15 (\$7064.00).

Invoice #20157512 McCrory & Williams clerical, dtd 11/2/15 (\$2684.00).

Ltr from Mr. Donald Dees, Mobile County Personnel Board, Re: public hearing classifications and salary grades, dtd 11/3/15.

Ltr from Mr. Donald Dees, Mobile County Personnel Board, Re: Reginald Rogers Retirement, dtd 11/2/15.

Ltr from Mr. Donald Dees, Mobile County Personnel Board, Re: one time 2% bonus, dtd 11/3/15.

Ltr from Denise Jernigan, City of Saraland, Re: Appointment of Mr. Dewey Thronson Jr. to the Saraland Water Board to fill expired term through September 26, 2020, dtd 11/13/15.

Ltr from Chad Hennis to Mr. Ben George, Re: water tap upgrade fee and deposit, dtd 11/18/15.

Saraland Civic Forum parade application

Cpy of invoice to Aaron Oil, Re: monthly discharge fee, dtd 11/4/15 in the amount of \$1552.68.

Emails from the Saraland Area Chamber of Commerce for November.

There being no further business to come before the Board; Mr. Mitchell made a motion to adjourn the meeting. Mr. Haines seconded. Meeting adjourned at 9:15 P.M.

ATTEST:

RATIFIED AND APPROVED:
