

**Regular Meeting
December 15, 2016**

Chairman Mr. Robinson called the regular meeting of the Board of Water and Sewer Commissioners of the City of Saraland, Alabama, to order at 5:30 P.M., at Saraland Water Service meeting room with the following Board members present:

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

Absent:

Mr. Raymond Bell of Adams & Reese law firm was present. Mrs. Carah Hall of McCrory & Williams was present.

Mr. Robinson opened the meeting with a prayer.

Committee Report:

No Committee Reports.

Old Business:

Mr. Robinson opened the floor to Mr. Bob Young, Bonding Agent and Mr. Preston Bolt. Mr. Young reported we had a very successful bond sale, the average interest rate is 3 ¼%. The Board received an A+ rating, the annual debt service will be approximately \$610,000. Motion by Mr. Thronson to accept a Resolution to complete Bond agreements. Seconded by Mr. Haines. Motion carried.

Mr. Robinson opened the discussion on the North Tank. Mrs. Hall reported the Bids will be opened on December 16, 2016 at 2:00 pm. Once the Bids are reviewed to determine the lowest responsible bidder, the contract will be awarded.

Mr. Robinson opened the discussion on an office copier. Mrs. Robinson presented two proposals for a contract to lease a copier for the office. Mrs. Robinson recommends Biz Office Systems proposal at a cost of \$4307.52 for a 48 month lease agreement. Motion by Mr. Mitchell to lease from Biz Office Systems. Mr. Davis seconded. Motion carried

Mr. Robinson opened the discussion on ordering the Bill Stock. Mr. Thronson motion to purchase bill stock. Mr. Haines seconded. Motion carried

New Business:

Mr. Robinson opened the discussion on waiver of sewer tap & cap fees for the new Saraland School located off Celeste Road. After some discussion Motion by Mr. Thronson to waive the sewer tap & cap fees for the Saraland School off Celeste Road. Mr. Mitchell seconded. Motion carried.

Mr. Robinson introduced Mr. A. E. Charest of 808 Ladner Drive E to discuss rate increase. Mr. Charest a long time resident of Saraland would like for the Board to explain the reason for the rate increases. The sewer rate increases have been required to repair and maintain the sewer system, which was functioning at approximately a 25% ratio when it was acquired October 1, 2015. The Board has a plan to completely refurbish and improve the Sewer Plant and infrastructure. The water rate increase is due to increases in expenses, supplies, chemicals, etc. to supply potable water to the residents of Saraland.

Mr. Frank Bearup was not in attendance.

Mr. Robinson opened the discussion on the CDBG Grant Project SAR-PW-16-001. Mrs. Stallman would like for the Board to set a committee to rank the engineering firms for the CDBG grant. Mr. Robinson recommends Mr. Davis, Mr. Thronson and Mr. Hennis to form the committee. Mrs. Stallman reported The Restore Act Committee has met.

Mr. Robinson opened the discussion on Industrial Sewer Discharge Contracts. Mr. Hennis would like for the Board to develop a contract for Industrial Sewer Discharge. Mr. Robinson recommends Mr. Bell, Mrs. Hall and Mr. Hennis develop this contract for review.

Invoices for Ratification:

Water Invoice:

Invoice #20168156 from McCrory & Williams for clerical services, (\$2442.00).

Invoice from Coumanis Allen LLC for Maintenance Building Renovations, (\$112,584.85).

Invoice #20168144 from McCrory & Williams for Project #S7510-2034, (\$6,610.00).

Invoice #52911 from Regions Trustee for Annual Fees, (\$6,500.00).

Invoice #15071 from Advanced Integrated Security LLC for security camera system 233 Shelton Beach Rd, (\$2,885.00). To be divided between Water & Sewer.

Invoice #26987 from Toomey's Mardi Gras for Christmas Parade Throws, (\$2,043.50). To be divided between Water & Sewer.

Mr. Thronson made a motion to pool and pay the invoices. Mr. Haines seconded. Motion carried.

Sewer Invoice:

Invoice #20168154 from McCrory & Williams for Project #S7510-2010, (\$10,725.00).

Invoice #20168153 from McCrory & Williams for Project #S7510-2037, (\$1,792.50).

Invoice #20168152 from McCrory & Williams for Project #S7510-2042, (\$2,070.00).

Invoice #20168143 from McCrory & Williams for Project #S7510-2045, (\$4,125.00).

Invoice #19333 from A & B Electric for Installation of Transfer Switch Lift Station behind Library, (\$2,963.77).

Invoice #19330 from A & B Electric for Installation of Generator Celeste Rd Lift Station, (\$6,872.89).

Invoice #5353 from Jim House & Associates Inc. for Bird Cage Transducer, (\$1,704.00).

Invoice #0002142-IN from SIS for Sewer clean out, (\$1,517.50).

Invoice #40157081 from Test America for monthly testing, (\$2,835.00).

Invoice #97138 from Whistler Machine Works Inc. for Labor & Materials to repair Sand Separator, (\$2,645.09).

Mr. Haines made a motion to pool and pay the invoices. Mr. Mitchell seconded. Motion carried.

Report of Officers:

Mr. Mitchell reported a call from Melissa O'Sullivan engineer with Volkert in reference to the City of Saraland purchasing the property where the Kelly service station was located on Highway 43. Mrs. O'Sullivan would like a copy of the Source Water Assessment if available. Mr. Mitchell would like for the Board to authorize this action.

Mr. Mitchell received a call from Donna Jones of the YMCA of Saraland. Mrs. Jones would like for the Board to waive the sewer charged on the December billing, due to refilling the pool after replacing the liner. Motion by Mr. Thronson to suspend the rules of order to address this issue. Mr. Mitchell seconded. Motion carried. After some discussion Mr. Mitchell made a motion for a one time waiver of sewer based on over the average on the December billing, 2016. Mr. Thronson seconded. Motion carried.

Mr. Davis reported the Safety Meeting will be held on December 16, 2016 at 11:15 am.

Sewer Superintendent's Report:

Mr. Herring was not present.

Assistant Water Superintendent's Report:

Mr. Vaughn no report.

Engineer's Report:

Mrs. Hall nothing further to report

Grant Petitioner Report:

Mrs. Stallman nothing further to report.

Attorney's Report:

Mr. Bell nothing further to report.

Correspondence:

Glatfelter Claims Management Insurance Claim for Roof Damages to 233 Shelton Beach Road, dtd 12/7/16.

ADEM letter, Re: Solicitation for SRF Program, dtd 11/18/16.

There being no further business to come before the Board; Mr. Haines made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 7:12 P.M.

ATTEST:

RATIFIED AND APPROVED:
