

Regular Meeting
May 7, 2015

Chairman H. O'Neil 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 the Saraland Water Service Conference room with the following Board Members present:

Present:
Mr. H. O'Neil Robinson
Mr. Allen K Wine
Mr. Jackie Haines
Mr. James Davis
Mr. Ron Mitchell

Absent:

Mr. Daryl Russell, Board Engineer was present.

Mr. Robinson opened the meeting with prayer.

The minutes of the April 16, 2015 to be approved by signature.

Committee Reports:

Mr. Davis reports that the men have resolved twenty-eight complaint cards, worked thirty-two Alabama 811 locates and pointed out the Safety Meeting was held on Wednesday, May 6, 2015 at 11:15 in the conference room, the topic was about "Working in Hot Weather Safely", all since last Board Meeting.

Mr. Mitchell reports the men have been painting the fire hydrants, flushing the dead end water lines. Installed ten ¾" radio read meters, changed out five angle stops, and three backflows since last Board Meeting.

Mr. Haines reports that Mr. Vaughn is working on installing burglar bars on the new shop. Truck #37 (1/2 ton Ford) has been serviced by Saraland Water Service employees.

Mr. Wine reports the digital cameras for the surveillance system upgrade have been installed, but some issues have come up with it and Superintendent Hennis is working on them.

Old Business:

Mr. Russell started with informing the Board about the Feasibility System Study of Sewer System of Saraland, he pointed out that each Member should have a draft copy of the sanitary sewer evaluation feasibility study, in their folders. Mr. Russell stated Volkert engineering has not reviewed this report for accuracy. Mr. Russell believes that the study does entail information of the sewer lines, pumping station and all that goes into the accounting for the assets and history of the sewer system. Mr. Russell then asks the Board Members to look at the evaluation summary page of the study and a list of the annual Operations & Maintenance. The analysis includes projected cost to move forward in addition to the current expenses. Mr. Russell points out with his site visits and some unknowns that Volkert expressed they had in coming up with the list, Mr. Russell felt that an additional amount of cost should be added for miscellaneous repairs, it is a conservative contingency money and there are some unknown in their existing estimate that still does not have pricing on.

Mr. Russell then presents the report of the service equipment needed on the collection system, list containing equipment needed such as back hoe, truck, a dump trailer, video equipment and smoke test equipment he also recommended. In his report the amount was an estimated cost and brought to the Board's attention that we would get a better idea of cost from a state bid list, and what is authorized to us.

Mr. Russell then comes to the conclusion of his report, that focus on infrastructure improvements based on the growth of the city to insure we have the ability to serve these growing areas in the future. The items listed were in the 2008 ten year report plan that Volkert had produced for the City of Saraland, unfortunately these items have yet to be addressed.

Mr. Robinson then asked Mr. Russell if he believes Saraland Water Service should approach the City of Saraland with a counter offer in taking over the sewer department. Mr. Russell did agree that with the information obtained we could go to the City of Saraland with such offer.

Mr. Robinson then asked the board to review with him the revenue and expenses of the sewer operating system, which he did obtain from city clerk and auditor, the final figure, being in the red. After further discussion the board decided to meet with Mr. Bell and to generate a counter offer to the City of Saraland on the takeover of the Sewer System.

Mr. Robinson opens discussion on the Tank Maintenance Proposal. Mr. Hennis informs the Chairman that the announcement will be in the paper on June 2, 2015, and with the companies that respond to announcement Mr. Hennis and Mr. Russell with take them around to the Tanks so they can get a better perspective of what is needed.

Mr. Robinson opens discussion on the Grant Petitioner. After further discussion Mr. Mitchell made motion to hire Cara Stallman of Grant Management, LLC for a twelve month period (one year), starting June 1, 2015, ending May 31, 2016. Mr. Haines Second. Motion passed.

Mr. Robinson asked Mr. Haines about the Website and its development, Mr. Haines stated that the site will be online at the end of the Month, (May 2015).

Mr. Davis wanted to know about the Main Frame/Workstation Upgrade and wanted to know why it is off the agenda, and after further discussion he asked for this subject to be placed back on the agenda.

Mr. Robinson asks about the pump repair at Well # 2, Mr. Hennis informed the board that Layne Center will be out Monday, May 11, 2015 to start the work.

New Business:

Mr. Robinson brought to the board for the office of Saraland Water to be updated, consisting of taking down the wallpaper, fresh paint on the walls, new curtains and so on, Mr. Mitchell said for bids to be accepted for the improvements and discuss it at a later meeting.

Mr. Robinson begins to discuss the bidding out chemicals, Mr. Hennis asked the board if he could allow Mr. Russell to place in the paper bids for the chemicals that we use. The Board told Mr. Hennis to go ahead and start the process.

Mr. Robinson opened the discussion about hiring a full time operator, Mr. Hennis informed the board that he has an application of a qualified person, Mr. Davis made motion for Mr. Hennis to first check with the personnel board, and then to hire Mr. Daryl Taylor for operator position. Mr. Haines second. Motion passed.

Mr. Robinson discussed the waterline tie in located at Lazy Buck and Lardeo Drive. Mr. Hennis asked the board for permission to find the best place to tie in our water line at this location. Mr. Russell made comment that first Mr. Hennis needs to find out and establish the right-of-way, have it surveyed, after that decide if there is any room for a new water line or would we need an easement from property at this location. The Board Members gave Mr. Hennis permission to start the procedures.

Mr. Robinson discussed the invoices presented for ratification. Invoice from Mobile County Personnel Board inv#10587 dtd 04/15/15, in the amount of \$1,812.08 for the 3rd Quarter of the 2014-2015 Quarterly Personnel Board Expense, Regions Corporate Trust inv# 40186 dtd 04/27/2015 in the amount of \$2,687.50 for invoices submitted through December 2014. North Mobile Internet Services, Inc. inv#1832 dtd 05/01/15 in the amount of \$1,065.00 for website design and domain registration. McCrory & Williams, Inc. inv#20157230 dtd 05/04/15 in the amount of \$2,420.00 for clerical. McCrory & Williams, Inc. inv#20157231 dtd 05/04/15 in the amount of \$2,002.50 for engineering services for miscellaneous projects. McCrory & Williams, Inc. inv#20157233 dtd 05/04/15 in the amount of \$3,660.00 for engineering services on the feasibility study. Mr. Haines made motion to pay invoices except Regions Corporate Trust inv#40186 dtd 04/27/2015 in the amount of \$2,687.50 until it is found out what these invoices consist of. Mr. Mitchell second the motion. Motion passed.

Chairman's Report

Mr. Robinson's comment of talking to the Personnel Board to get more information of what is correct procedure with the employees of the City of Saraland Sewer System. He also brought to the table the invoice submitted to Saraland Water from Mr. Betancourt and his price and for the feasibility study from the accountant department, after further discussion, it was agreed for Mr. Robinson to talk to Mr. Betancourt and gather more information regarding this invoice.

Treasurer's Report

Mr. Wine reported of a CD Maturing next week, and that himself and Mrs. Robinson will discuss different rates in order to invest, this matured CD.

Vice-Chairman's Report

Mr. Davis made comment of how he gets out in the field at least two times a week and he commends the crew and their ability to get along, coming together as a team, working out the challenges as a team and the men do a wonder job.

Superintendent's Report:

Mr. Hennis made comment that he would like for the men to go get their CDL license, and in the future get an excavator. After much discussion, the men getting CDL licenses was tabled.

Engineer's Report:

Mr. Russell stated that he will continue to work on the specs. of materials for taps, to have on the web page for Contractors.

Correspondence:

Bulletin No 231 from Mr. Dees, Mobile County Personnel Board, dtd 4/16/15, re: Amendment to Rule 3.2, Reports of Absence

Bulletin No 232 from Mr. Dees, Mobile County Personnel Board, dtd 4/16/15, re: Amendment to Rule 12, Service Ratings

Notice of Public Hearing from Mr. Dees, Mobile County Personnel Board, dtd 4/21/15, re: Office Assistant Series

Memo from Mr. Dees, Mobile County Personnel Board, dtd 4/21/15, re: Request from Mobile County of Proposed Amendment of 84 Classifications Regarding Safety Sensitive Nature of Jobs

May 2015 Newsletter from Saraland Area Chamber of Commerce

Eml from Mrs. Donna Jones, Saraland Chamber, re: May 12, 2015 Luncheon

There being no further business to come before the Board, Motion by Mr. Wine to adjourn. Motion seconded by Mr. Mitchell. Meeting adjourned at 8:19 P.M.

ATTEST:

RATIFIED AND APPROVED:
