

**Regular Meeting  
July 21, 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 Bell Law Firm was present. Mrs. Carah Hall of McCrory & Williams was present.

Mr. Thronson opened the meeting with a prayer.

**Committee Report:**

Mr. Thronson reported the office is running smooth.

Mr. Mitchell reported since the last Board meeting a 6" and 4" tap have been installed for the McKeough Avenue Apartments. A 2" and 3'4" service has been installed. A leak on North Saraland Avenue has been repaired.

Mr. Davis reported since the last Board meeting 84 – 811 locates, 8 water work orders and 3 sewer work orders have been processed.

**Old Business:**

Mr. Robinson opened the discussion on the Generator Grant. Mrs. Stallman reported once the transfer switch is received the generator will be delivered and installed.

Mr. Robinson opened the discussion on the emergency generator for the lift station on Celeste Road. Mr. Hennis reported he has received a letter from McCrory & Williams stating this is an emergency. Mr. Hennis has received two quotes. Mr. Thronson made a motion to purchase a 60KW generator per the Water Superintendents recommendation from Taylor Power System. Mr. Davis seconded.

Mr. Robinson opened the discussion on the CDBG Grant. Mrs. Stallman reported the Resolution has been sent to the County, the next step would be receipt of the Contract from the County for signature.

Mr. Robinson opened the discussion on the Treatment Plant Operator I position. Mr. Hennis reported the position will be filled on September 1, 2016.

Mr. Robinson opened the discussion on the Water Operator I position. Mr. Hennis reported we are currently waiting on a response from the Mobile County Personnel Board to finalize Gary A. Brunson into this position.

Mr. Robinson opened the discussion on the University of Mobile Sewer Lines. The Board decided not to take any action on this.

Mr. Robinson opened the discussion on the screening and headwork project update. Mrs. Hall reported the contractor has received the submittals from the vendor, he is providing those tomorrow to McCrory & Williams. Once received I will review and forward to the Structural Engineer.

Mr. Robinson opened the discussion on the 2008 Water Bond Issue. Mr. Bell reported additional information has been requested by the Bond Company. The Bond Company would also like to meet and discuss some items to insure the most positive financial outlook in order to get the best credit rating and to allow the Board an opportunity to know and understand what other positions may be available if there are other needs at this time.

Mr. Robinson opened the discussion on Cherry Hill Subdivision. Mr. Davis reported a discussion has occurred with Mr. Hennis and the City of Saraland personnel about getting an independent flow test. Mr. Mitchell confirmed with Mr. Black of the City of Saraland, the City is interested in having this test performed.

Mr. Robinson suspended the regular order of business to allow a guest to speak before the Board. Mr. Thomas Beavers of 414 Powell Lane would like to request a refund for services paid for this vacant property. This property is being used for storage. Due to the City Ordinance on garbage service and our Bond a refund cannot be made. The only way to avoid paying monthly billing is to discontinue the service. Mr. Beaver stated he would like the service be cut off effective July 22, 2016.

Mr. Robinson opened the discussion on the bids for the shop remodeling. Mrs. Hall reported she has have been working with Mr. Hennis to lower the cost of remodeling the shop located on Shelton Beach Road including the site work. Mrs. Hall reported the original bids came up approximately 25% over budget. They have been able to whittle it down to approximately 10% over budget. There will still be room for additional savings as the contractor sends submittals for materials.

Mr. Robinson opened the discussion on the water lines along Highway 158 to the Saraland City Limits. Mr. Hennis reported work is still being done by McCrory & Williams for this project.

Mr. Robinson opened the discussion on making the Sewer Tank upgrade environmentally friendly. Mrs. Stallman will be working on a grant from the State Revolving Fund for this project.

Mr. Robinson opened the discussion on the Blue Cross/Blue Shield of Alabama Health Insurance. Mr. Thronson made a motion to accept the increase the same as the City of Saraland, at a rate of 75% for the company and 25% for the employees, all employees will pay at the same rate effective immediately. Mr. Haines seconded. Motion carried.

Mr. Robinson would like to entertain a vote to go into executive session at this time. Mr. Bell has been in discussion with the Chairman and he deems the subject to be appropriate for executive session. Mr. Thronson made a motion to go into executive session and Mr. Mitchell seconded. Motion carried.

**New Business:**

Mr. Robinson stated we have received a letter from Mr. Terrence Brown, Public Service Worker resigning from Saraland Water to become a City of Saraland Police Officer effective July 25, 2016. Motion by Mr. Thronson to accept the resignation. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on the Grant Management Contract renewal. Mr. Mitchell made a motion to enter into another 12 month agreement. Mr. Davis seconded. Motion carried.

Invoices for Ratification:

Water Invoices:

McCrary & Williams invoice #20167902 in the amount of \$2,937.00, Project S7510-2012, Clerical  
Sheppard Electric Motor invoice #24317 for motor repair in the amount of \$1483.27.  
American Tank Maintenance LLC for Reservoir cleaning in the amount of \$10,500.00.  
Maintenance Program Contract Invoice #'s 7286, 7287, 7297, 7307 in the amount of \$19,903.00.  
Invoice #7317 Pressure – Wash Exterior in the amount of \$11,014.00.  
Quarterly Invoice from the Mobile County Personnel Board 2015 – 2016 in the amount of \$1713.43.  
Door N Gutter Pro Invoice #6472 for 16 X 7 retractable solar screen in the amount of \$2995.00.

Mr. Thronson made a motion to pool and pay the invoices as listed. Mr. Davis seconded. Motion carried.

**Report of Officers:**

Mr. Mitchell reported since the last Board Meeting the 2008 bond payment of \$26,938.03 has been submitted to Regions Corporate Trust on July 11, 2016. The 2011 General Obligation Warrant Interest payment in the amount of \$46,419.79 for August 1, 2016 has been submitted to the City of Saraland.

Mr. Mitchell has been doing some research on the water rates. The Board currently has a 2% rate increase effective annually.

Mr. Davis reported the Outside Personnel will have a Safety Meeting tomorrow July, 22, 2016.

Mr. Robinson reported the North tank bid packets will be sent out sometime in August to be received in approximately 30 Days from date sent. The South tank bid packets will be sent out the following year.

Mr. Robinson stated the Office needs another OA I position to be opened by the Mobile County Personnel Board to allow Mrs. Graham to begin work on the Sewer Books. Motion by Mr. Davis to request a list of eligible candidates for OA I. Mr. Haines seconded. Motion carried.

**Sewer Superintendent's Report:**

Not In Attendance.

**Water Superintendent's Report:**

Mr. Hennis has hired a temporary laborer today. Mr. Hennis has also interviewed two other candidates for temporary laborer positions. We are waiting on background checks.

Mr. Hennis reported the Root Blower should be in any day now, it will be shipped out on Sunday, July 24, 2016.

**Engineer's Report:**

Mrs. Hall reported once the Bar Screen is received it will be installed.

**Attorney's Report:**

Mr. Bell nothing further to report that wasn't covered during the course of the meeting.

**Correspondence:**

ALDOT Project ACAA39475F-FAUP-1065 (388) correspondence dated 7/14/2016.

Ltr to Mr. Matthew Lambert from Superintendent Mr. Hennis, Re: Sanitary Sewer Facilities at Elysian Fields Phase 2, dtd 7/14/2016.

Public Meeting Notices from Mobile County Personnel Board, (1) Wednesday, July 27, 2016 from 9:00 AM to 2:00 PM & Friday, July 29, 2016 from 1:30 PM to 2:30 PM, Re: conduct phone interviews of candidates for Executive Director of the Mobile County Personnel Board.

Copy of June 2016 Well Source Data Report.

There being no further business to come before the Board; Mr. Mitchell made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 7:55 P.M.

ATTEST:

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RATIFIED AND APPROVED:

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