

**Regular Meeting**  
**April 5, 2018**

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 the Saraland Water and Sewer Service Maintenance Building with the following Board Members present:

Present:

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

Absent:

Ms. Carah Hall, Board Engineer and Mr. Raymond Bell, Board Attorney was present.

Mr. Haines opened the meeting with prayer.

**Committee Reports:**

Mr. Mitchell reported that since the last Board Meeting, an 8" and a 4" Tap has been installed, a 6" Main was installed and a ¾" angle stop was repaired. Tank #2 was drained and cleaned which is part of the annual inspection.

Mr. Haines reported that since the last Board Meeting, new stainless still bosses has been installed over the chlorine leak detectors, the foundation for the light pole at the Sewer Plant has been poured.

Mr. Davis reported that since the last Board Meeting, seventy-seven (77) Alabama 811 locates have been worked for water and sewer. Seven (7) work orders for water, and two (2) work orders for sewer have been worked.

Mr. Thronson reported that since the last Board Meeting, there have been thirty-three (33) payments processed on the credit card machine in the office.

**Old Business:**

Mr. Robinson started the discussion about Cherry Hill contract (Kushla Water), the Board has received the contract now a motion needs to be made. Mr. Davis made motion that we accept the contract as written with Kushla Water and the collection of Sewer monies in the Cherry Hill subdivision, Mr. Thronson second the motion. Motion passed.

Mr. Robinson asked for an update on the Preventative Maintenance Plan for System, Mr. Hennis is compiling information together to bring to the Board on this matter.

Mr. Robinson asked Mr. Davis to update the Board Members on the Infectious Waste Exposure program. Mr. Hennis informed the Board, that we are waiting on a response from Mayor Rubenstein, he needs to talk with his attorney and see if there is a conflict of interest and he will get back with us on the matter.

Mr. Haines did take notice that the Grease Program was not on the agenda for this meeting and asked that it be placed on the Agenda for next meeting.

**New Business:**

Mr. Robinson started the discussing of Mr. Hawkins, Public Service Worker I, a special merit increase Grade 8 Step F. Mr. Hennis informed the Board that Mr. Hawkins is a hard working full time employee and it is his recommendation that Mr. Hawkins receive this special merit increase. Mr. Davis made motion for Mr. Hawkins to receive a special merit increase Grade 8 Step F. Mr. Thronson second the motion. Motion passed.

Mr. Robinson informed the Board of the proposals received from companies that will cut and apply glass to the Board Meeting table and 3 (three) desks in the office. Mr. Haines made motion that Southern Glass, Inc. be awarded this job. Mr. Davis second the motion. Motion passed.

Mr. Robinson asked Mr. Hennis to explain to the Board about the discount price on residential convenience irrigation for the months of May, June and July. After further discussion Mr. Mitchell made motion for Mr. Hennis to give residents of Saraland a discount price on installing a ¾" convenience irrigation for the months of May, June and July 2018. Prices will be posted in the lobby and on the website. Mr. Davis second the motion. Motion passed.

**INVOICES FOR RATIFICATION:**

WATER: AIS, inv#16528, dated 03/23/2018, re: rerouted 16 cameras and moved all equipment, in the amount of \$2,276.00. McCrory Williams, inv#20188858, dated 03/09/2018, in the amount of \$1,507.00, re: clerical. McCrory Williams, inv#20188867, dated 03/20/2018, in the amount of \$5,790.00, re: Bond Issue Project (Highway 158 waterline to Kali Oka Rd, Jan. 15 to Feb. 18, 2018). A-Long Boring, Inc., Payment #4, dated 04/02/2018, in the amount of \$129,330.00, re: Highway 158 waterline to Kali Oka Road (Bond Project). Precision Industrial Machine, Inc., inv#14289, dated 03/07/2018, in the amount of 1,024.00, re: box to cover CL-2 at each Wells. Mr. Mitchell made motion to pay water invoices. Mr. Thronson seconded. Motion passed.

SEWER: McCrory Williams, inv#20188869, dated 03/20/2018, in the amount of \$3,870.00, re: general services from Jan. 15 to March 4, 2018. Sheppard Electric Motor SVC, #8524, dated 04/03/2018, in the amount of \$7,288.75, re: Blower Motor emergency. SIS, inv#0027295-IN, dated 03/16/2018, in the amount of \$2,080.05, re: ran line in woods and didi unstopped. Mr. Thronson made motion to pay the sewer invoices. Mr. Haines seconded. Motion passed.

**Report of Offices:**

Mr. Robinson informed the Board of the Auditors Report in the members' folders and for the members to take it home look through it so next Board Meeting it can be discussed. Mr. Robinson informed the Board that Monday is the first day of a new employee at the Sewer Plant. Mr. Hennis informed the Board that the Smoke Testing is still ongoing, todays finding was of "clean outs" on personal property.

Mr. Bell informed the Board nothing has occurred since the last meeting regarding the litigation.

Ms. Hall informed the Board that the water line on Highway 158 is still being worked on. On the Test Well: the pump test is finished, samples have been pulled (test results will be in about 35 days). Advertisement has begun on construction of the equipment building behind the Maintenance Building. Bids for this project will be May 9, 2018.

**Correspondence:**

Facility Inspection report from ADEM, dtd 01/30/2018 re: ADEM inspection of Saraland WWTP.

Copy of check received from payment of purchased Backhoe and Truck through sealed bids.

Saraland Area Chamber of Commerce April 2018 monthly insight.

There being no further business to come before the Board, Motion made by Mr. Mitchell to adjourn. Motion seconded by Mr. Haines. Meeting adjourned at 6:04 P.M.

ATTEST:

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RATIFIED AND APPROVED:

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