

Regular Meeting

March 17, 2016

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. Jackie Haines
Mr. Ron Mitchell
Mr. Scooter Thronson

Absent:
Mr. James Davis

Mr. Daryl Russell, Board Engineer, and Mr. Raymond Bell, Board Attorney, were present.

Mr. Thronson opened the meeting with prayer.

The minutes of the March 3, 2016 to be approved by signature.

Committee Reports:

Mr. Thronson reported that Shelley Churchwell, a new employee in the office area, is doing very well in her training. Mr. Thronson also reported that Mrs. Robinson is working on the 2015-2016 payroll audit.

Mr. Haines reported that the fuel filters, air filters, and oil filter on the 750 KM generator has been replaced. The oil was changed in the Red Ford F150 and in truck #34, and the Husqvarna zero turn mower has been serviced and blades have been changed.

Old Business:

Mr. Robinson opened discussion of the CDBG. Cara Stallman informs the Board that after applying for CDBG Grant to repair the sewer lines, replace sewer man holes and sewer laterals the Grant coordinator informed Ms. Stallman there is only a limited amount of funds, not the amount we requested, and we have to accept all the funds regardless of the amount or receive nothing. It was suggested by Ms. Stallman that we accept the grant, but to also schedule a meeting with the Grant coordinator and inform them of our situation of just recently taken over of the Sewer Department. The Board agreed with Cara Stallman and ask her to schedule the appointment with the Grant coordinator, while this is taking place Mr. Russell suggested that Mr. Hennis get a camera and investigate the sewer lines, laterals and man hole to really get an idea of what is needed first in this project. Mr. Thronson made motion for Mr. Hennis to hire a company to video the sewer lines at Juniper Street, Elm Street and Cypress Street. Mr. Mitchell second the motion. Motion passed.

Mr. Bell informed the board that he now has the correct amount from the city in regards to the grant for the generator and he will be in touch with the City's Attorney for the amount of payment.

Mr. Robinson asked Mr. Hennis for the update on Omega Laundry, (Dials Enterprise, LLC) Mr. Hennis informed the board that Mr. Bell personally talked to the business owner, Mr. Bell told the Board that with the business owners just acquiring the laundry mat they do not have enough money to pay the full amount the Board set, Mr. Bell did suggest to the board to allow the customer to pay half now and the balance at a later time but also make sure we have a written agreement with the business owners to assure they understand that if payment was not received their service would be interrupted.

Mr. Robinson asked Mr. Herring to inform the Board on the progress on the maintenance/repairs of the Sewer Lift Stations. Mr. Herring said that work is still ongoing, but Cedar Street is up and running. Mr. Hennis did also tell the Board that the blower and the motor at the treatment plant that is located on Park Drive was bad and is in the process of being claimed on our Insurance.

Mr. Robinson asked Mr. Russell to inform the Board of his recommendation after reviewing the proposals from Security Camera Companies for the sewer plant. Mr. Russell recommended for the board to go with AIS. Mr. Thronson made motion to go with AIS as the Security Camera Companies. Mr. Haines second the motion. Motion passed.

Mr. Robinson opened the discussion of the contract we have with Mobile Water. It is believed by the Board that we should increase the current rate 20 percent. Mr. Mitchell made motion for the increase. Mr. Thronson second the motion. Motion passed.

Mr. Robinson discussed with the Board about installing a sun screen at the drive thru window. With the winter months and the position of the building the sun shines in the drive thru window blinding the person working the drive thru. Mr. Mitchell made the motion for a Sun Screen to be installed at the drive thru window. Mr. Thronson second the motion. Motion passed.

New Business:

Mr. Robinson informed the Board that the annual Consumer Confidence Report, (CCR) will start soon.

Mr. Robinson announces to the Board of the Resignation of Mr. Daniel Adams. A letter to the Mobile Personnel Board will be typed up and sent. Mr. Mitchell motion to accept Mr. Adams resignation in good standings. Mr. Haines second the motion. Motion passed.

Mr. Robinson discussed the invoices presented for ratification. WATER: Invoice from McCrory & Williams, Inc. inv#20167690 dtd 3/2/16 in the amount of \$2,332.00 re: clerical. Water Treatment & Control inv#0101625-IN dtd 3/7/16 in the amount of \$4,444.00 re: lime pump for Well #4. Mr. Thronson made motion to pay the invoices. Mr. Haines second. Motion passed.

SEWER: Jim House & Assoc. inv#3577 dtd 3/3/16 in the amount of \$8,680.70 for rotating assembly & wear plate. Jim House & Assoc. inv#3623 dtd 3/9/16 in the amount of \$1,613.00 for drive chain. Mr. Thronson made motion to pay invoices Mr. Haines second. Motion passed.

Report of Offices:

Mr. Mitchell reported that the March payment in the amount of \$27075.52 to Regions Corporate Trust for the 2008 Bond Indenture was made on March 10, 2016. He also reported that he did not get a chance to contact Mr. Betancourt in regards of our Quarterly Reports.

Mr. Robinson informed the Board that he was at the Mobile County Personnel Board on March 17, 2016, in regards of Mr. David Byrd. Mr. Robinson informed the Board that the Personnel Board will contact them within ten to fourteen days with their decision. Mr. Robinson then started to discuss the building next door, and showed the Board the plans that Mr. Mitchell and himself had come up with. After further discussion Mr. Haines made motion for Mr. Russell to draft out bid specifications for remodeling the building next door. Mr. Thronson second the motion. Motion passed.

Superintendent’s Report:

Mr. Hennis reported that he has requested bids from companies for chemicals prices, and have giving all bids to Mr. Russell. Mr. Hennis also reported he has ordered two 8” check valves for Park Street and Deer Run Drive Lift Station.

Attorney’s Report:

Mr. Bell reports that he will finish the draft to Mobile Water. Mr. Bell also reported of receiving a call from the City of Saraland’s Attorney, Mr. Andy Ruten concerning invoices the City of Saraland received from Industrial Valve, which was actually a time sheet of their employees clocking in August 26, 2015 and October 1, 2015 for work done at the sewer plant. Mr. Ruten talked to the Mayor Rubenstein and he agreed for us to pay 50% of the invoice. Mr. Bell suggested that the invoice be giving to Mr. Hennis, Mr. Herring and Board members to review the invoice to sort out time frame of work that was performed.

Engineer’s Report:

Mr. Russell reported that he opened the bids from the chemical companies and suggested to the Board to stay with the current company we use except when we need to order Muriatic Acid then go with DPC Enterprise.

Correspondence:

Cpy of email from Cara Stallman to Raymond Bell dtd 3/7/16 re: Generator Grant

Resignation letter from Mr. Daniel Adams, Public Service Worker I

There being no further business to come before the Board, Motion by Mr. Thronson to adjourn. Motion seconded by Mr. Haines. Meeting adjourned at 7:45 P.M.

ATTEST:

RATIFIED AND APPROVED:
