

Regular Meeting

May 5, 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
Mr. James Davis

Absent:

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

Mr. Haines opened the meeting with prayer.

The minutes of the April 7, 2016 to be approved by signature.

Committee Reports:

Mr. Mitchell reported that since the last board meeting a ¾" service line has been repaired.

Mr. Haines reported that the brakes on truck numbers 35 and 36 have been replaced.

Mr. Davis reported that since the last board meeting, nineteen (19) complaint cards for Water Department and one (1) complaint card for Sewer Department has been worked. Mr. Davis add that since the last board meeting thirty-three (33) 811 locates have been worked for both Water and Sewer Department.

Old Business:

Mr. Robinson opened discussion of the maintenance and repair of the Lift Stations. The repairs and maintenance are being done, the lift station on Graham Street has had a roof placed on it, and a concrete slab is to be poured for generator. Mr. Hennis added that a check valve has been replace at lift station on Deer Run Drive.

Mr. Robinson brings to the Board the subject of Contract we have with Mobile Water. Mr. Bell did contact Mobile Area Water and Sewer System, he was informed that our updated contract would be brought before their Board either their May 9, or May 23, 2016 meeting. Mr. Bell anticipates that the Board will here from the Mobile Area Water and Sewer System in a couple of weeks.

Mr. Robinson starts the discussion of the Generator Grant, Mr. Hennis informed the Board that the generator is still on order, but work is being done to accommodate the generator when it arrives at Graham Street in June 2016.

Mr. Robinson asks for an update on the CDBG Grant, Mr. Hennis informed the Board that the DVD is still out, and as soon as he receives it, he will give it to Mr. Russell so he can report back to the Board with his recommendations.

Mr. Robinson starts the discussion of Omega Laundry. Mr. Hennis informed the Board that he did install a 1” (one inch) meter the day after the previous Board meeting, Mr. Hennis has yet to hear from the owner but charges were placed on his bill.

Mr. Robinson opened the discussion for Mr. Hennis to have the title of Director of Utilities. After further discussion, Mr. Mitchell informed the Board that he was not ready to vote on this notion until Mr. Hennis has his Treatment Plant Operator License. The Board agreed with Mr. Mitchell to wait until Mr. Hennis obtains his license to vote on this title.

Mr. Robinson then asks the Board to allow Mrs. Nicole Robinson to have the title of Office Manager, after the Board discussing this title agreed to place the job opening on the Mobile County Personnel Board as a promotional position and have Mrs. Robinson to apply for the position and any others that wish to. Mr. Davis made motion for the placement of Office Manager position to be opened at the Mobile County Personnel Board. Mr. Thronson second. Motion passed.

Mr. Hennis added that he is currently waiting for the list from the Mobile Personnel Board on applicants applying for Lift Station Mechanic.

Mr. Robinson asks Mr. Mitchell to start the discussion of the Water 2008 Bond Issue. Mr. Mitchell informed the Board that he would like for the members to allow proposal to be collected from Investment Banking Institutions in the Water Revenue Refunding Bond. Mr. Mitchell made motion for said proposal to be announced. Mr. Davis second. Motion passed.

Mr. Robinson then asks Mr. Russell to inform the Board his suggestion of the Companies that placed bids to us for Auger/Drum Screen (Emergency Repairs). Mr. Russell informed the Board of the three contractors proposal and what each company had to offer. Mr. Thronson made motion for Saraland Water and Sewer System accept Head Works proposal subject to Mr. Russell’s approval of all specs on bid. Mr. Haines second. Motion passed.

New Business:

Mr. Robinson informed the Board that he was approached about the possibility of Saraland Water and Sewer System installing sewer lines to University of Mobile. Mr. Robinson ask for Mr. Davis to contact the necessary personnel of the University along with Mr. Bell contacting the University’s Attorney.

Mr. Hennis asks the Board to consider an increase of amount that is paid per pair of boots per year by Saraland Water and Sewer System. Mr. Thronson made motion to increase the amount of payment to One Hundred Dollars (\$100.00) per pair that the Board will pay. Mr. Mitchell second the motion. Motion passed.

Mr. Robinson starts the discussion on the Invoice from Industrial Valve, that originally was for the City of Saraland on parts ordered in August 2015, that were ordered for the pump, while the City of Saraland still had the Sewer Department, but when the parts came in they were wrong and so the parts were sent back, by the time the correct parts came in (October 1, 2015) Saraland Water had taken over the Sewer Department. The Board ask that Mr. Bell contact the city to discuss this invoice and let the Board know next meeting.

Mr. Robinson discussed the invoices presented for ratification. WATER: TTL inv#3139541 in the amount of \$1,288.50 re: Primary & Secondary Inorganic. TTL inv#3139542 in the amount of \$3,570.00 re: First Quarter Synthetic Organic Chemicals. HD Supply inv#F338931 in the amount of \$1,223.82 re: Supplies for Tractor Supply Shopping Center. Vellano Corporation inv#S2068264.001 in the amount of \$2,118.75 re: Aqua Tap Complete Kit. Mr. Thronson made motion to pay the invoices. Mr. Haines second. Motion passed.

SEWER: Vellano Corporation inv#S2068969.001 in the amount of \$15,829.55 re: Drum Screen By-pass. RJ Baggett inv#04-63373-16 in the amount of \$7,439.00 re: Inspect/Repair hole in washer drum, install 24" & 12" valves. Mr. Thronson made motion to pay invoices. Mr. Mitchell second. Motion passed.

Report of Offices:

Mr. Mitchell reported that the since the last Board Meeting a payment of \$1,746.70 has been made to Regions Line of Credit (May 2, 2016), that was \$1,000.00 principal and \$746.70 interest. Mr. Mitchell also informed the Board that there is still no Monthly or Quarterly Statement that he can present to the Board.

Superintendent's Report:

Mr. Hennis reported that Ms. Boykin is taking classes on the GPS system and she will start with teaching the men so we can mark our meters, valves and sewer lines. 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.

Engineer's Report:

Mr. Russell reported American Tank has completed the cleaning at the reservoir located on Short Street.

Correspondence:

No correspondence for this meeting.

There being no further business to come before the Board, Motion by Mr. Thronson to adjourn. Motion seconded by Mr. Davis. Meeting adjourned at 7:04 P.M.

ATTEST:

RATIFIED AND APPROVED:
