

**Regular Meeting
November 17, 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:	Absent:
Mr. Ron Mitchell	Mr. James Davis
Mr. O'Neil Robinson	Mr. Jackie Haines
Mr. Scooter Thronson	

Mr. Jay Ross of Adams & Reese was present. Mrs. Carah Hall of McCrory & Williams was present.

Mr. Thronson opened the meeting with a prayer.

Committee Report:

Mr. Thronson reported since our last meeting the outside employees are preparing the office walls to be painted.

Mr. Mitchell reported the men have installed a 4" & 8" taps on Township Boulevard. The men installed 5 – 2" water lines have been repaired.

Old Business:

Mr. Robinson opened the discussion on the water & sewer line extension – Highway 158. No new discussion.

Mr. Robinson opened the discussion on the North Tank. Mr. Hennis recommends this be declared as an emergency. Mrs. Hall reported there are five cleaning contractors and four installation contractors and they are all interested in the job. Advertisement can be run once in the newspaper for two days, since the job is under 1/2 million dollars. Hold a pre bid meeting the first week of December. Bid date of December 16th and award following week. Motion by Mr. Thronson to proceed with the bid process. Mr. Mitchell seconded. Motion carried.

Mr. Robinson opened the discussion on an office copier. Tabled to next meeting only one proposal received.

New Business:

Mr. Robinson opened the discussion on name for the Sewer Building located 104 Station Street. After some discussion Mr. Thronson made a motion to name the Sewer Building after Marvin Skooter Adams. Mr. Mitchell seconded. Motion carried.

Mr. Robinson opened the discussion on name for the Maintenance Building located 23 Shelton Beach Road. After some discussion Mr. Thronson made a motion to name the Maintenance Building after Mike Sullivan. Mr. Mitchell seconded. Motion carried.

Invoices for Ratification:

Water Invoice:

McCrary & Williams invoice #20167981 in the amount of (\$2563.00), Project S7510-2012, Clerical.

Invoice #682 from Gary A Brown, Re: wet tap equipment rental, (\$1300.00).

Mr. Thronson made a motion to pool and pay the invoices. Mr. Mitchell seconded. Motion carried.

Sewer Invoice:

Invoice #23509 from Sheppard Electric Motor SVC, Re: Sewer pump rebuilt Jubilee Drive, (1720.32).

Mr. Thronson made a motion to pay the invoice. Mr. Mitchell seconded. Motion carried.

Report of Officers:

Mr. Mitchell reported no CD's maturing. Mr. Mitchell reported our rating for the bond should be received on Monday, November 21, 2016. Mr. Mitchell and Mr. Robinson signed the note for the Regions line of credit in the amount of \$300,000 for a period of ten years at a rate of 4.5%.

Sewer Superintendent's Report:

Mr. Herring discussion with Mr. Hennis to report on the pump station progress. The pump stations are currently 65% - 70% operational. The generator is ready for A & B Electric to hook up at the landfill. Graham Street Pump Station is up and going now. The next station to upgrade is on Highway 158 by the Exxon Pump Station. Sewer Plant mixer is up and running. Two of the Blowers are running.

Water Assistant Superintendent's Report:

Mr. Vaughn reported this is our busiest time of year, due to broken water lines. The Board would like a priority list of water lines to be replaced due to age.

Engineer's Report:

Mrs. Hall reported final walk thru and punch list on the Maintenance Building renovation tomorrow at 10:30 am.

Grant Petitioner Report:

Mrs. Stallman reported proposal for the CDBG grant tomorrow at 4:00 pm. There is a \$5000.00 fee for this grant and will be all inclusive of my current petitioner contract. The Restore Act Committee Meeting was held today.

Attorney's Report:

Mr. Ross reported Mr. Bell is now a member of Adams and Reese Law Firm.

Correspondence:

ADEM Well Source Report month of October submitted on 11/8/16.

Mobile County Personnel Board, Policy #164 for City of Chickasaw, dtd 11/1/16.

Mobile County Personnel Board, Notification of newly appointed Personnel Director, dtd 11/1/16.

There being no further business to come before the Board; Mr. Thronson made a motion to adjourn the meeting. Mr. Mitchell seconded. Meeting adjourned at 6:20 P.M.

ATTEST:

RATIFIED AND APPROVED:
