

**Regular Meeting
December 17, 2015**

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. James Davis
Mr. Ron Mitchell
Mr. Scooter Thronson

Absent:

Mr. Daryl Russell, Board Engineer was present.

Mr. Robinson opened the meeting with prayer.

The minutes of the December 03, 2015 to be approved by signature.

Committee Reports:

Mr. Mitchell reported of the work on Tank #2 is under way and progressing well. He adds that since the last Board meeting a work order was received for a new tap and the Laredo and Lazy Buck water line project has begun. Two service lines on Norton Avenue was moved because of a new Driveway being poured. Mr. Mitchell added since our last board meeting three radio read meters have been installed.

Mr. Haines reports that truck #36 has been serviced and a new flashing safety light was replaced on the backhoe.

Mr. Davis reports that twenty-eight work order request and fifty-seven Alabama one calls have been worked. Mr. Davis reported that the Sewer Department worked Sixty-three Alabama one calls and one work order request. Mr. Davis also reported that we host a class on OSHA Confined Space Entry Training on December 15, 2015 and in addition Saraland Water and Sewer men did pass the test and got their certification. Mr. Davis also added that he did developed the Saraland Water and Sewer Confined Space Entry Program, it has been saved on the computer for Mr. Hennis to obtain.

Old Business:

Mr. Robinson opened discussion of the Sewer Repair/Maintenance for Lift Stations. Mr. Hennis reported to the Board that we have received the pump for the Charleston Ridge Lift Station and will be installing it soon. Mr. Hennis also reported to the Board that since the men have been certified on the Confined Space Entry Program that they will now repair the pipe at the Twin Lakes Lift Station. Mr. Davis asked Mr. Herring to catalogue needed items for Sewer Repair and Maintaining of the Lift Stations for the Board.

Mr. Robinson opened the discussion of a list of business customers that have industrial discharge into Saraland Sewer System from Mr. Herring. Mr. Robinson wanted to know the amount we charge for these business customers to discharge into our sewer system. Mr. Herring informed the Board that these companies have a limit of the amount they can discharge and once they exceed that limit then we charge them per pound over the limit.

Mr. Robinson asked Mr. Herring for a list of sewer issues from the past 3 to 5 years, Mr. Herring informed the Board the two locations of sewer issues are located at Ponce DeLeon Drive and Joaneen Drive, Mr. Herring informed the board that when it does rain the line fills with water at these location causing the sewer to back up in residents yards. It was suggested by Mr. Russell for future customers that it would be required that a backflow prevention be installed by the plumber when the house is being built.

Mr. Robinson opened the discussion of the garbage contract between City of Saraland and Saraland Water and Sewer Service. Mr. Robinson ask the board to consider charging the City of Saraland 12% of monies collected for garbage payments. Mr. Thronson made motion to charge the City of Saraland 12% for collecting garbage payments. Mr. Davis second the motion. Motion passed.

New Business:

Mr. Robinson opened the discussion regarding Omega Laundry (Dials Enterprise, LLC) operating this business on a well, Mr. Hennis ask the Board to allow Mr. Bell to take action toward Omega Laundry to come into compliance with the City Ordinance. The Board agreed with Mr. Hennis and informed Mr. Bell to go ahead with legal procedure.

Mr. Robinson opened the discussion of Sewer Tap and Cap fees, after further discussion the Board ask for Mr. Hennis and Mr. Russell to put together a price list of fees and present it at next board meeting.

Mr. Robinson started the discussion of getting a list of sewer customers from Turnerville Water District. Mr. Robinson asked Mr. Hennis to get with Jane at Turnerville Water to get the list of customers with our sewer system.

Mr. Robinson discussed the concern of former City of Saraland Sewer Department employees and the Blue Cross Blue Shield Insurance coverage for retirees. With Saraland Water and Sewer Service once you retire you are covered for 5 (five) years and the Sewer Department employees were made aware of our policy prior to our takeover of the Sewer Department. The Board Members of Saraland Water and Sewer Service stated that this policy is the same with all employees.

Mr. Robinson discussed the invoices presented for ratification. Invoice from McCrory & Williams, Inc. inv#20157554 dtd 11/25/15 in the amount of \$4,251.24 re: Phase 1 Concept for Utilities for ALDOT NHF-ACAA39475 (388) Water Line Relocation. McCrory & Williams, Inc. inv#20157558 dtd 12/02/15 in the amount of \$1,782.00, re: Consulting Services Support. American Tank Maintenance, LLC. Inv#7286 dtd 12/01/2015, in the amount of \$6,000.00, re: Maintenance Program Contract, Tank #1 Repairs. American Tank Maintenance, LLC. Inv#7287 dtd 12/01/2015, in the amount of \$11,780.00, re: Maintenance Program Contract, Tank #1. American Tank Maintenance, LLC. Inv#7297 dtd 12/01/2015, in the amount of \$206,091.00, re: Maintenance Program Contract, Tank #2. American Tank Maintenance, LLC. Inv#7307 dtd 12/01/2015, in the amount of \$19,903.00, re: Maintenance Program Contract, Tank #3. Mr. Haines made motion to pay the two McCrory & Williams invoices and the one American Tank invoice #7297 at this time, the other American Tank invoices are to be brought back in front of the Board at later times. Mr. Mitchell second. Motion passed.

Report of Offices:

Mr. Mitchell reported that Saraland Water and Sewer Service has made the 53% payment of the General Obligation Warrant on December 10, 2015; and also made the Tank Maintenance Loan payment December 16, 2015.

Mr. Robinson informed the Board that Mr. Mitchell and his self had a meeting with Mr. Betancourt to find out if when making payments on the Bonds that came with the Sewer Department takeover from the City of Saraland, can pay extra so the interest rate can be lowered. Mr. Robinson also asked Mr. Bell to get with Andy Ruten at the City to get an itemized report of the repairs the City of Saraland did to the Sewer Department prior to our takeover. Mr. Robinson then informed the Board that in the coming month of January 2016, he wants the remodeling of the building at 233 Shelton Beach Road to take off.

Mr. Robinson asked the Board to approve Mrs. Nicole Robinson to be promoted the title of Office Manager. The Board asked Mr. Bell to consult Mr. Dees at the Mobile County Personnel Board to start the procedures on this promotion.

Superintendent's Report:

Mr. Hennis reported that Mr. Terrance Brown and Mr. Allen Brunson just finished a training class for Operator I. Mr. Hennis stated that when more classes become available Mr. Brown and Mr. Brunson will attend.

Sewer Superintendent's Report:

Mr. Herring thanked the Board for hosting the class on Confined Spaces and that the men were able to attend. Mr. Herring also reported that the Sewer Department are working on the lift stations, getting them needed repairs.

Attorney's Report:

Mr. Bell reports that he has been in contact with Mr. Andy Ruten with the City of Saraland, regarding the title papers, Mr. Bell is still waiting for the City to finish this paperwork.

Engineer's Report:

Mr. Russell reported that he, Ms. Cara Stallman, Mr. Herring and Mr. Hennis met, toured Saraland area and discussed the possible items that Saraland Water and Sewer Service could apply for grant funding for some sewer rehab work. Mr. Russell then reported that they did agree with the decision and now it is up to Ms. Stallman to file the proper paper work.

Correspondence:

Eml to ADEM, dtd 12/7/15, re: Well Source Data Report for November 2015

There being no further business to come before the Board, Motion by Mr. Haines to adjourn. Motion seconded by Mr. Davis. Meeting adjourned at 7:53 P.M.

ATTEST:

RATIFIED AND APPROVED:

