

**Regular Meeting
February 18, 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 6:30 P.M., at Saraland Water Service meeting room with the following Board members present:

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

Absent:

Mr. Raymond Bell of Bell Law Firm was present. Mr. Darryl Russell of McCrory & Williams was present.

Mr. Haines opened the meeting with a prayer.

Committee Reports:

Mr. Mitchell reported the following water mains were repaired 2" CI on Ruben Avenue and a 6" CI on Ferry Avenue. One ¾" radio read partial tap was installed

Mr. Haines reported the customer contact is up and functional on the website.

Old Business:

Mr. Robinson opened the discussion on Omega Laundry. Mr. Hennis has contacted the owner and given him a price for the sewer metering. The owner will check on his financials, however he requested possibly setting payment arrangements.

Mr. Robinson opened the discussion on the Sewer Lift Station maintenance and repairs. Mr. Hennis reported the outside personnel have been pressure washing the lift stations. A list of priority rotating assembly locations is currently being created. A breaker has been repaired and the Generator is operational now.

Mr. Robinson opened the discussion on the Sewer Plant security cameras. Mr. Hennis reported the bids have been submitted to Mr. Russell for review and tabulation. Mr. Russell will report at the next regularly scheduled meeting.

Mr. Robinson opened the discussion on Popeye's Chicken. Mr. Hennis reported the company has complied with the request to clean out grease traps on their property.

Mr. Robinson opened the discussion on Mobile Water rate increase. After some discussion the Board requested Mr. Bell draft a contract to include a rate increase for review at the next regularly scheduled meeting. The rates have not changed since February, 2005.

Mr. Robinson opened the discussion on a Change to the By Laws. Mr. Robinson suggested changing the meeting time from 6:30 to 5:30 starting in April, 2016. Mr. Davis made a motion effective April, 2016 meetings will be held at 5:30pm the 1st & 3rd Thursday of each month. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on a revision to the Sewer Adjustment Policy. After some discussion motion by Mr. Thronson to adopt the revisions to the policy approved September 17, 2015 to include a limitation of no more than 3 consecutive billing cycles for consideration of a sewer adjustment.

New Business:

Mr. Robinson welcomed Mrs. Kirksey of Metro Fastener addressing the Board in reference to a sewer adjustment for her business. After some discussion Mr. Thronson made a motion to grant an adjustment. Mr. Mitchell seconded. Motion carried.

Mr. Robinson welcomed Mr. Larry Davis of 129 Mathieson Avenue to discuss his water account. Mr. Davis requested the new meter be checked for accuracy, since the meter was installed his bill has been higher. Mr. Robinson stated this matter will be investigated.

Mr. Robinson opened the discussion on the Generator Grant Reimbursement to the City of Saraland. After some discussion Motion by Mr. Haines to proceed. Seconded by Mr. Mitchell. Motion carried.

Invoices for Ratification:

Water Invoices:

Invoice #20167634 from McCrory & Williams, Re: Clerical in the amount of \$2068.00, dtd 2/1/16.

Invoice from McCrory & Williams, Re: Phase 2 Design Plans relocation of water utility on Celeste Road for ALDOT project in the amount of \$5,792.19, dtd 2/1/16.

Invoice from Adamson Insurance Agency, Re: 2016-2017 Water & Sewer renewal insurance coverage in the amount of \$60,890.00, dtd 2/15/16.

Mr. Mitchell made a motion to pool and pay the invoices as listed. Mr. Haines seconded. Motion carried.

Sewer Invoices:

Invoice from Betancourt & King CPA, Re: Sewer system accounting for October – February in the amount of \$1750.00, dtd 2/2/16.

Invoice #76067 from Allen Southern, Re: Gorman-Rupp pump for the Park Street Lift Station in the amount of \$1280.00, dtd 2/3/16.

Invoice #313636 IN from SIS, Re: Sewer line unstopped in the amount of #2295.50, dtd 1/29/16.

Mr. Haines made a motion to pool & pay the invoices as listed. Mr. Thronson seconded. Motion carried.

Keep Saraland Beautiful requested a recycle sheet be added to our handouts when a customer applies for a new account.

Report of Officers:

No Reports.

Superintendent's Report:

Mr. Hennis reported prices from three vendors have been received for a new lime pump for Well #4. The superintendent would like permission to purchase this pump. Mr. Mitchell made a motion to approve the purchase of a lime pump per the Superintendents recommendation. Mr. Davis seconded. Motion carried.

Engineer's Report:

Mr. Russell reported the chemical bid packets and letters have been mailed. The bids will be received by March 3, 2016 2:00 pm.

Mr. Russell, Mr. Herring and Mr. Hennis have been compiling a priority list of repairs for review. The Auger located at the main Sewer Plant has been out of service for approximately seven years, the estimated cost of replacement is \$170,000.

The Kali Oka Tank is back in service.

Mr. Russell recommended the Board consider adopting the City of Saraland sewer specifications to be reviewed and revised as deemed necessary.

Attorney's Report:

Mr. Bell no additional report.

Correspondence:

Ltr to Mr. Donald Dees, Director of Mobile County Personnel Board, Re: a merit increase for Adrian Parker, dtd 2/10/16.

Ltr to Mr. Donald Dees, Director of Mobile County Personnel Board, Re: Request to amend Rule 12.2 on annual service ratings, dtd 2/10/16.

Invoice from McCrory & Williams clerical services, dtd 2/1/16 (\$2068.00).

Invoice from McCrory & Williams engineering services, dtd 2/1/16 (\$5792.19).
Invoice from Adamson Insurance Agency renewal insurance coverage, dtd 2/15/16 (\$60890.00).
Invoice from Betancourt & King, CPA services for sewer, dtd 2/2/16 (\$1750.00).
Invoice from Allen Southern Electric purchased sewer pump, dtd 2/3/16 (\$1280.00).
Invoice from SIS sewer line unstopped, dtd 1/29/16 (\$2295.50).
Insurance Proposal from Adamson Insurance.
Chemical Bid Packet and letters to vendors, dtd 2/9/16.
Emails in reference to Fema Grant – Lift Station Generator, dtd 2/16/16
Well Source Data Report January 2016.
Keep Saraland Beautiful request recycling information be given out.

There being no further business to come before the Board; Mr. Davis made a motion to adjourn the meeting. Mr. Thronson seconded. Meeting adjourned at 8:10 P.M.

ATTEST:

RATIFIED AND APPROVED:
