

**Regular Meeting
March 16, 2017**

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

Mr. Raymond Bell of Adams & Reese law firm was present. Ms. Cara Hall of McCrory & Williams was present. Ms. Cara Stallman our grant petitioner was present.

Mr. Davis opened the meeting with a prayer.

Committee Reports:

Mr. Thronson reported since the last Board meeting we have entered our third round of interviews for the OAI position.

Mr. Mitchell reported since the last Board meeting the Graham Street/Celeste Road project has been tied in. The first shipment of water meters has been received.

Mr. Davis reported since the last Board meeting the water and sewer teams have completed 16 work orders and eighty two 811 locates.

Mr. Haines reported since the last Board meeting reported Truck #34 has been serviced. New lights and wiring has been installed on the sewer plant lawn mower trailer.

Old Business:

Mr. Robinson opened the discussion on the Aaron Oil Discharge Contract. Mr. Bell reported analysis of discharge amounts are continuing between Mr. Hennis and Cara Hall. Once those figures are available they will be entered into the contract.

Mr. Robinson opened the discussion on sewer on the Frontage Road. Cara reported bid advertisement will be next week. April 27th bids will be opened. Contract will be awarded the next Board Meeting.

Mr. Robinson opened the discussion on an upgrade for the Lift Station next to the Old Hampton Inn. Mr. Hennis has met with Cara and they have developed a plan for upgrades. They are currently soliciting prices. Cara reported the lift station will be upgraded prior to development of the future businesses.

Mr. Robinson opened the discussion on a sewer consultant and a lab set up. Mr. Bell suggests to redefine scope of services having sub consultant to McCrory & Williams. There is a list of 4 candidates to give specifications to for pricing.

Mr. Robinson opened the discussion on the South Tank. Cara reported the contract has been awarded to Green South Solutions. The signed contract has been received. Notice to proceed will be tomorrow.

Mr. Robinson opened the discussion on a test well. Cara has discussed this with Marlon Cook and he determined there is adequate information to move forward with the hydrogeological study. Mr. Cook should have this completed within 6 – 8 weeks. Mr. Cook will attend a future meeting to present the results.

Mr. Robinson opened the discussion on Mrs. James Cochran of 610 Saraland Avenue account. Mr. Bell reported there have been discussions between Mrs. Cochran's daughter and Mrs. McDuffie and it has been determined this is not going to be resolved between the parties. Mr. Bell suggested proceeding with collection process in District Court. Mr. Mitchell made a motion to proceed. Mr. Thronson seconded. Motion carried.

Mr. Robinson opened the discussion on a Sewer Operator I position. Mr. Hennis and Mr. Davis have interviewed a sewer operator from the list of Personnel Board eligible. He is in the process of taking his physical. He should start April 3, 2017.

Mr. Robinson opened the discussion on Cherry Hill Subdivision. Mr. Hennis reported he was informed Kushla Water's attorney has sent a letter to the City of Saraland, stating they will install another water line on Lafitte Road to reach the required water flow of 1100 gallons per minute.

New Business:

Mr. Robinson opened the discussion on the CDBG Grant Invoice / McCrory & Williams (\$13,300.00). The original estimates for the project was \$230,000 it came in at \$180,000. The County will pay approximately 78% of all invoices, due to the low bids received for the project. Mr. Thronson made a motion to approve CDBG Grant invoice. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion of the CDBG Resolution. Mr. Davis made a motion to award the contract to Sun Coast Infrastructure \$153,380.00. Mr. Mitchell seconded. Motion carried.

Mr. Robinson opened the discussion on permission to make offer for a used 125 KW Kohler generator not to exceed \$15,000.00. Mr. Hennis reported a generator company in Birmingham has this generator available for purchase. Mr. Bell stated the law states the limit without bid is \$15,000.00.

Mr. Thronson made a motion to allow Mr. Hennis to make a bid of no more than \$15,000.00. Mr. Davis seconded. Motion carried.

Invoices for Ratification:

Water Invoices:

Invoice #20178290 from McCrory & Williams for clerical services, (\$1,419.00).

Invoice #7288, 7298 & 7308 from American Tank Maintenance annual maintenance program Tank #1, 2 & 3 contract (\$41,619.00).

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

Sewer Invoices:

Invoice #10 Invoice #1009985 & 1010220 from Aqua-Aerobic Systems Inc signed proposal and signed agreement, (\$47,446.92).

Invoice #4 from Dunn Building Company for set platform out of tank and set new one back in, (1,080.00).

Invoice #119647 from Hydra Service Inc. sludge removal project, (1,032.00).

Invoice #119648 from Hydra Service Inc. equipment rental, (\$6,027.00).

Invoice #20178287 from McCrory & Williams pre CDBG Contract, (\$2,610.00).

Invoice #20178281 from McCrory & Williams Engineering Inspection Services, (\$6,120.00).

Invoice #20178284 from McCrory & Williams interior infrastructure replacement of Borth SBR, (\$4,485.00).

Invoice #20178282 from McCrory & Williams service road/highway 158 new sewer line, (\$3,345.00).

Invoice #20178289 from McCrory & Williams Engineering Services January 1, 2017 to February 19, 2017, (\$5,490.00).

Invoice #20178285 from McCrory & Williams North SBR Tank Cleaning, (\$3,607.50).

Invoice #0006750-IN from SIS vacuum grease off top of literation at Sewer Plant, (\$1802.80)

Invoice #0006765-IN from SIS cleaned and vacuum grease out of well, (\$1,040.00).

Invoice #0007915-IN from SIS clean lift stations in Saraland Plant and in the woods, (\$1,168.24).

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

Report of Officers:

Mr. Mitchell reported since the last Board meeting there are no CD's maturing at this time.

Mr. Davis reported since the last Board meeting we cancelled our monthly safety meeting. The meeting will be rescheduled. Two employee annual reviews have been completed and two more are to be completed soon.

Mr. Robinson reported we didn't receive any BP money.

Mr. Robinson reported Mrs. McDuffie has made a suggestion to make the public aware of the Sewer Discount for Low Income by attending a meeting at the Senior Center to make a brief presentation and hand out applications to anyone who might be eligible and to also post around the City on bulletin boards where available. The Board is in agreement that this is a good idea. Mr. Mitchell suggested making this presentation quarterly.

Utilities Director Report:

Mr. Hennis reported since the last board meeting we have received 648 ¾" radio read meters to be installed. Mr. Hennis stated we should have all radio read meters installed within approximately 6 months. The effluent meter has been ordered. The North Tank is back online.

Engineer's Report:

Ms. Hall reported since the last board meeting we are currently recreating and compiling an up to date map of the Sewer lift stations and drawings electronically from 1997 to current. The City of Saraland records that we received are obsolete they are being updated for Mr. Hennis to review. When completed there will be a new 2017 book and PDF format of Water and Sewer System Maps.

Grant Petitioner Report:

Ms. Stallman nothing further to report.

Attorney's Report:

Mr. Bell nothing further to report.

Correspondence:

Ltr to Betancourt and King CPA from H. O'Neil Robinson dated 3/1/17.

Notice Public Meeting Tuesday, March 21, 2017 @ 8:30 AM Re: ACT Work Ready Community designation from Mobile County Personnel Department, dtd 3/10/17.

Ltr from Mobile County Personnel Board to Chadwick Hennis, Re: performance feedback forum on Thursday, May 4, 2017 @ 9:00 AM.

There being no further business to come before the Board; Mr. Thronson made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 6:40 P.M.

ATTEST:

RATIFIED AND APPROVED:
