

**Regular Meeting
April 19, 2018**

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

Mr. Bell of Adams & Reese Law Firm was present. Ms. Carah Hall of McCrory & Williams was present. Ms. Cara Stallman our grant petitioner was not present.

Mr. Robinson opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last Board Meeting 77 Alabama 811 locates for water and sewer.

Mr. Thronson reported since the last Board Meeting 50 payments on the credit card machine in the office.

Old Business:

Mr. Robinson opened the discussion on the preventative maintenance plan for the system. Mr. Hennis reported binders are being created for each Sewer Lift Station. Mr. Davis would also like all equipment to have records.

Mr. Robinson opened the discussion on Infectious Waste Exposure. Mr. Hennis reported still waiting on a response from Dr. Rubenstein.

Mr. Robinson opened the discussion on Grease Recycle Program. The Board would like to start by targeting local businesses with grease traps and confirming they have current maintenance agreements, and the agreements are being fulfilled.

Mr. Robinson opened the discussion on the 3 year EMR Accident Report. No report at this time.

New Business:

Mr. Robinson introduced Mrs. Deborah Hodges for the presentation of the 2016-2017 Audit. Mrs. Hodges issued a clean audit opinion. After some discussion. Mr. Thronson made a motion to accept the 2016-2017 Audit. Mr. Davis seconded. Motion carried.

Mr. Robinson opened the discussion on the Sewer Consultant Report. The report is in each Board Members file for review.

Mr. Robinson opened the discussion for add space in a City of Saraland Magazine by the Saraland Chamber of Commerce. After some discussion decision not to purchase add space.

Mr. Robinson opened the discussion on sewer line extension up Celeste Road. Mr. Hennis stated the sewer lines end at the Woodlands on Celeste Road. Mr. Hennis would like permission to extend sewer lines an additional 1300' per year. Installation would be performed by our personnel. This would be a force main sewer line with grinder pumps. After some discussion Mr. Thronson made a motion to approve installation of an additional 1300' of force main sewer line per year with a maximum material budget of \$10,000. Mr. Davis seconded. Motion carried.

Mr. Robinson opened the discussion on an Emergency Tie in with Kushla Water. Mr. Hennis was approached by representative of Kushla Water about reactivating an Emergency Tie In. After some discussion this item was tabled to be discussed at the next regularly scheduled Board Meeting.

Invoices for Ratification:

Water Invoices:

Invoice #20188908 from McCrory & Williams for Clerical, (\$1309.00).

Invoice #040518 from Gary A Brown for Wet Tap Hampton Inn, (\$1450.00).

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

Sewer Invoices

Invoice #26000 from Sheppard Electric Motor for 150 HP 1800 RPM motor and installation, (\$7288.75).

Invoice #541095 from USA Blue Book for tote mixer and accessories, (\$2508.55).

Invoice #8716 from Jim House & Associates Inc for submersible pump, (\$4025.58).

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

Report of Officers:

Mr. Davis reported the monthly Safety Meeting will be held tomorrow at 11:15 pm, in addition three annual performance reports will be done.

Utilities Director Report:

Mr. Hennis requested permission to send two employees to a class on ABB/VFD Drives at Allen Southern at no charge to be held the end of May. The Board granted permission.

Leak was repaired the Woodlands and Ferry Avenue. A sewer pump was out by Popeye’s Chicken located on Highway 43.

Mr. Hennis would like to proceed with letters to the customers with items that are in need of repair, since the smoke test have been performed on the sewer lines.

Engineer’s Report:

Ms. Hall reported since the last Board Meeting three projects are going on. The project on Industrial Parkway all lines are installed and have been tested, the 8” line has a leak. Once the leak is found and repaired it will be tested again.

The test well still waiting on test results from the lab. Once this is received a report will be presented.

Update on the Metal Building bids will be opened on the 9th and will go before the planning commission on the 8th.

Grant Petitioner Report:

Ms. Stallman was not in attendance.

Accounting Report:

Mr. Gilbert was not in attendance.

Attorney’s Report:

Mr. Bell nothing further to report.

Correspondence:

Mobile County Personnel Board, Resignation of David Jones.

Well Source Date Report March 2018

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 6:42 P.M.

ATTEST:

RATIFIED AND APPROVED:
