

**Regular Meeting  
April 21, 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. James Davis	Mr. Jackie Haines
Mr. Ron Mitchell	
Mr. O'Neil Robinson	
Mr. Scooter Thronson	

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

Mr. Robinson opened the meeting with a prayer.

**Committee Report:**

Mr. Davis reported since the last meeting 47 – 811 water line locates and 6 work orders, 47 – 811 sewer line locates and 3 work orders have been completed. Mr. Davis has met individually with the outside personnel. The Safety meeting was held on hazard recognition and response and actions. One performance review.

**Old Business:**

Mr. Robinson opened the discussion on Aaron Oil and Qualawash contracts. Mr. Hennis stated we are waiting on the permit from ADEM to work on the contracts.

Mr. Robinson opened the discussion on Omega Laundry. Mr. Hennis reported the 1” meter has been installed on April 8, 2016.

Mr. Robinson opened the discussion on the Sewer Lift Station maintenance and repairs. Mr. Hennis reported the blower that caught fire the insurance claim check has been received. The purchase order has been issued.

Mr. Robinson opened the discussion on Mobile Water Contract. Mr. Bell reported since the last Board Meeting I had another conversation with the Atchison Law Firm. The contract has been revised. They have requested a formal correspondence as a Board. Mr. Robinson has signed the letter addressed to Mr. Highland to go before their Board.

Mr. Robinson opened the discussion on the Generator Grant. Mr. Hennis reported work is continuing on the site. The generator should arrive in June.

Mr. Robinson opened the discussion on the CDBG Grant. Mr. Russell reported the money is available for the Board to use. Mr. Hennis has issued a purchase order to SIS to check the lines and laterals for an analysis report.

Mr. Robinson opened the discussion on the Lift Station Mechanic Position. Mr. Hennis reported the Mobile County Personnel Board has approved the opening of the position.

Mr. Robinson opened the discussion on the consideration for the development of a solicitation for sewer cleaning, camera, surveying, inspections and emergency call outs. Mr. Hennis reported he has contacted SIS, Ranger Environmental and also a company located in Baldwin County. Mr. Davis made a motion to allow the Superintendent, Engineer of record and our Attorney to develop a solicitation list to procure the services for sewer cleaning, camera services and emergency call out. Mr. Thronson seconded. Motion carried.

Mr. Robinson opened the discussion on an auger alternative. Mr. Russell reported the Monday after the Board meeting the drum screen failed. Upon inspection the screen was deemed to be unrepairable and would have to be replaced. Mr. Russell recommends to the Board that emergency proposal/bids be sent detailing a solution to the problem, including references. Mr. Thronson made a motion based on the information provided by the engineer of record that the Board deem this an emergency situation and move to allow Darryl Russell and his firm to proceed with the bids in an expedited fashion. Mr. Davis seconded. Motion carried.

**New Business:**

Invoices for Ratification:

Water Invoices:

Invoice #7286 & 7287 from American Tank Maintenance, LLC, for maintenance program contract Tank #1 in the amounts of \$6000.00 & \$11, 780.00.

Invoice #10672 from Mobile County Personnel Board, third quarter personnel board expense in the amount of \$1713.43.

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

**Report of Officers:**

Mr. Mitchell reported the 2008 bond payment was made April 11, 2016. Mr. Mitchell recommends based on a conversation with Mr. Betancourt our CPA that the Board consider refinancing the 2008 Bond.

**Superintendent's Report:**

Mr. Ricky Herring reported they have been battling with the Contractor to get the rental bypass pumps installed.

Mr. Chad Hennis reported Adrian was involved in an accident, someone rear ended the truck. Mr. Parker went to the doctor due to a sore neck. The truck had minimum damage and an accident report was made. The driver of the other vehicle didn't have any insurance.

Mr. Hennis has given a purchase order to TTL to print and mail our annual CCR report. The flushing program is currently being implemented. The 2 million gallon reservoir located on Smoke Avenue will be cleaned starting April 25, 2016. Mr. Hennis reported Mr. Herring is checking on replacing the rollers to the drum screen through Jim House & Associates. Mr. Hennis spoke with Mr. Russell in reference to furnishing water and sewer to an area with some future growth projections located on Highway 158. Mr. Russell recommends installing a 10" water line.

**Engineer's Report:**

Mr. Russell no additional report.

**Attorney's Report:**

Mr. Bell nothing to report.

**Correspondence:**

Invoice #7286 & 7287 from American Tank Maintenance, (17,780.00)

Invoice #10672 from Mobile County Personnel Board, for third quarter dtd 4/14/16 (\$1713.43).

ADEM notification of increased monitoring for Black Jack Well to quarterly, dtd 4/8/16.

Ltr to Mr. Donald Dees, Personnel Director from Chad Hennis requesting lift station mechanic position, dtd 4/8/16.

Ltr from Mr. Donald Dees, Personnel Director to Chad Hennis approving the lift station mechanic position, dtd 4/15/16.

Ltr from Mr. Donald Dees, Personnel Director to all appointing authorities and department heads meeting for a review of performance data of the Personnel Department, dtd 4/14/16 to be held April 19, 2016.

Copy from The Personnel Board for Mobile County of Notice of Public Hearing to be held April 19, 2016, at 8:30 AM.

Copy of check from Glatfelter Public Practice for replacement of blower unit claim #ALPF216030617-0002 in the amount of \$51,282.50, dtd 4/13/16.

Copy of traffic crash report which occurred on April 13, 2016, dtd 4/13/16.

There being no further business to come before the Board; Mr. Mitchell made a motion to adjourn the meeting. Mr. Thronson seconded. Meeting adjourned at 6:30 P.M.

ATTEST:

RATIFIED AND APPROVED:

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