

**Regular Meeting
May 21, 2015**

Vice Chairman Mr. Davis 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. Ron Mitchell
Mr. Jackie Haines
Mr. Allen K. Wine

Absent:
Mr. O'Neil Robinson

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

Mr. Wine opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last meeting the Safety meeting was held on May 15th topic "Basic hand tool safety"

Mr. Haines reported since the last meeting the outside personnel have been performing maintenance on the roof of Well #1.

Mr. Mitchell reported since the last meeting the following leak has been repaired a ¾" copper service line repaired 429 A Highway 43. 10 – ¾" radio read meters have been installed. A fire hydrant was rebuilt Barry Avenue and Scott Drive. A 1" irrigation meter installed 24 Saraland Boulevard and ¾" convenience irrigation meter 2449 McKenzie Court.

Mr. Wine reported since the last meeting the digital cameras for the surveillance system digital upgrade were installed earlier this month. However, there were some issues remaining. Those have been resolved. Training for Mrs. Robinson has been scheduled for June 3, 2015 at 10:00 am.

Old Business:

Mr. Davis opened the discussion on the Feasibility Study of the Sewer System of Saraland. Mr. Davis requested Mr. Bell draft a financial package from the studies provided by Mr. Betancourt and McCrory & Williams.

Mr. Davis opened the discussion on the Tank Maintenance proposal. Mr. Hennis and Mr. Russell met with some the contractors this week and will also meet with another next week to inspect the tanks.

Mr. Davis opened the discussion on the computer system upgrade. Mr. Hennis reported the computer system is installed and the programmer is working on the system problems.

Mr. Davis opened the discussion on the website development. Mr. Hennis reported the website is active. The payment options are viewable but not active at this time.

Mr. Davis opened the discussion on the pump repair Well #2. Mr. Hennis reported the Well is back in service as of May 14, 2015. A water sample was sent and has come back good.

Mr. Davis opened the discussion on the surveillance system – DVR board. Mr. Hennis reported the system has been installed and is operational. Mrs. Robinson and Mrs. McDuffie will be trained in the operation of the new system on June 3, 2015.

Mr. Davis opened the discussion on hiring a full time Water Service Operator. Mr. Hennis reported the operator has applied with the Mobile County Personnel Board. We are now waiting for the list from the Mobile County Personnel Board.

Mr. Davis opened the discussion on the Cherry Hill Subdivision. Mr. Hennis reported a set of plans were sent to Kushla Water from the City of Saraland Building and Permitting Department, Mr. Hennis requested a set of plans. The Planning Board has not reviewed a set of the plans for this subdivision. Mr. Hennis delivered a set of the plans to McCrory & Williams for review. After some discussion the Board instructed Mr. Hennis meet with the developer of this subdivision and report back at the next meeting.

Mr. Davis opened the discussion on the update of the Office Interior. Mr. Hennis reported he is getting prices.

New Business:

Mr. Davis opened the discussion on the following invoices for ratification:

Invoice #201505249 from Custom Security for Video Security upgrade in the amount of \$4665.00.

Invoice #40186 from Regions Annual Trustee fee for the Bonds in the amount of \$2687.50.

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

Report of Officers:

Mr. Wine and Mrs. Robinson discussed the current rates and decided to invest with Trust Mark Bank for a period of 24 months.

Superintendent's Report:

Mr. Hennis reported the Grant Petitioner has been given a PO#. McCrory & Williams is determining the right of way for the proposed Lazy Buck water tie in. Mr. Hennis has sent the information on the chemicals for the wells to McCrory & Williams to draft a bid tab.

Engineer's Report:

Mr. Russell stated nothing further to report.

Attorney's Report:

Mr. Bell reported Mr. Robinson, Mr. Hennis and I met with Mr. Dees, Personnel Director of the Mobile County Personnel Board and Attorney James Brandyberg. Mr. Robinson explained that if the Water Board was to take over the Sewer Department we did not want to hurt our employees or mistreat the Sewer Department employees. Mr. Dees explained that if we were to take over we could simply write the Personnel Board and request that the new employees be rolled in our staff and that would more than likely be approved since merit system employees would be just moving from one appointing authority to another. He also stated that it would be up to the Water Board how any comp time would be handled since the Personnel Board does not track or govern it. He also stated that we can provide the job descriptions for the Sewer Department employees for review of duties and pay scale.

Correspondence:

Invoice from Custom Security, Re: Video security upgrade, dtd 5/7/15 (\$4665.00).

Invoice from Regions, Re: bond trustee fees, dtd 4/27/15 (2687.50).

Notice Public Hearing from Mobile County Personnel Board May 26, 2015 8:30 annual budget.

Notification from Mobile County Personnel Board amendment to OAI, II, & III positions, dtd 5/5/15.

Ltr from City of Saraland Re: Mr. Jackie Haines reappointment to expire May 18, 2021 dtd 5/15/15.

Ltr to Bernard H Eichold II of Mobile County Health Department Re: copy of 2014 Consumer Confidence Report, dtd 5/13/15.

Email Saraland Chamber, Re: Spartan Race Sponsorship, dtd 5/19/15.

Emails from Saraland Chamber of Commerce, dtd 5/13/15

Well Source data report for the month of April sent to ADEM, dtd 5/6/15

There being no further business to come before the Board; Mr. Wine made a motion to adjourn the meeting. Mr. Mitchell seconded. Meeting adjourned at 7:25 P.M.

ATTEST:

RATIFIED AND APPROVED:
