

**Regular Meeting
August 16, 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

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

Absent

Mr. Jim Davis

Mr. Raymond Bell of Adams & Reese Law Firm was present. Ms. Carah Hall of McCrory & Williams was present. Ms. Cara Stallman our grant petitioner was present.

Mr. Robinson opened the meeting with a prayer.

Committee Reports:

Mr. Thronson reported since the last Board Meeting Mrs. Robinson is currently holding interviews for the temporary position. Ms. Boykin had her surgery today, and the doctor said it all went very well.

Mr. Mitchell reported since the last Board Meeting the men have installed one new ¾" service. The screens at Well #3 have been cleaned. A sewer force main was repaired. A new 8" sewer main at Cedar Street Lift Station has been installed. A new 6" valve was installed on the Fire Line at Family Dollar.

Mr. Haines reported since the last Board Meeting the tires were replaced on Truck #32. The John Deere Backhoe is in the shop getting a hydraulic leak repaired.

Old Business:

Mr. Robinson opened the discussion on the preventative maintenance plan for the system. Mr. Hennis reported he met with a representative of the Early Education Center on Celeste Road, the paperwork has been submitted to allow transfer of ownership of the lift station.

Mr. Robinson opened the discussion on the Grease Recycle Program. Mr. Hennis is still checking on the restaurants in the City. Mr. Haines would like to have a dedicated page on the website for the Grease Recycle Program.

Mr. Robinson opened the discussion on sewer line depress. Mr. Hennis has the sewer video from the Central Church of Christ. There are some issues Mr. Hennis will turn over the video too McCrory & Williams for review and recommendations.

Mr. Robinson opened the discussion on Well #5 Test Well samples and cost estimates to complete. Ms. Hall gave an estimate between \$1.2 and \$1.4 million. After some discussion the Board would like for McCrory & Williams to give an opinion on alternate test sites. The Board would also like to get information on side by side Wells.

Mr. Robinson opened the discussion on the Celeste Road sewer line permits. Ms. Hall stated the permits for the line already installed have been received. The application has been submitted for the next section up Celeste Road.

Mr. Robinson opened the discussion on the lightning damage insurance claims. Mr. Hennis reported a check has been received for the Water portion, however the sewer claim is still outstanding.

Mr. Robinson opened the discussion on sewer line damage by AT & T. Mr. Hennis reported it is still under review to determine which contractor caused the damage.

Mr. Robinson opened the discussion on Fresenius Medical Care water quality guarantee. Mr. Hennis gave the file to Mr. Bell for review.

New Business:

Mr. Robinson opened the discussion on the annual water and sewer rate review. The Board would like to remain with the 2% annual increase already approved for water. After some discussion the Board tabled the sewer increase until the next regularly scheduled meeting.

Mr. Robinson opened the discussion on the 2018-2019 Holiday Schedule. The holidays are the same in number and occasion. Mr. Thronson made a motion to accept the Holiday Schedule as proposed. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on the Sewer Consultant Report. The July report is in each Board Members file for review. Ms. Hall reported she has notified Mr. Dean his contract has been extended for another year.

Mr. Robinson opened the discussion of the P & L statements. No reports this meeting.

Mr. Robinson opened the discussion Celeste Road widening project, who bears the cost to relocate the water/sewer lines. Mr. Hennis reported the City of Saraland will be widening the road. The Board has previously discussed increasing the line size during this process.

Mr. Robinson opened the discussion on creating a new position for the Waste Water Treatment Plant. Mr. Hennis would like permission to coordinate with Mr. Bell about creating this position.

Invoices for Ratification:

Water Invoices:

Invoice #80022880 from Badger Meter for 12 month service agreement for Orion reading, (\$5,580.00).

Invoice #1028587 from Beard Equipment for repair of the John Deere 310E, (3,742.23).

Invoice #20189097 from McCrory & Williams for Clerical, (\$1,672.00).

Invoice #2189102 from McCrory & Williams **Bond Issue Project**, (\$1,080.00).

Invoice #10861 from Mobile County Personnel Board 2017-2018 quarterly expense, (\$2,941.46).

Invoice S7510-2059 project Harris Contracting Co – **Payment #1** / McCrory & Williams for metal building for parking and storing utility trucks and equipment, (\$14,146.83).

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

Sewer Invoices

Invoice #2023 from Harris Electric for removal and installation of light fixtures and raceways in plant, (\$4,417.30).

Invoice #30154755-001 from Herc Rentals for backhoe 70-97 HP 4WD, (\$1,330.00).

Invoice #9405 from Jim House & Associates Inc. for 2 valves, 2 impellers, 2 wear plates (\$1,572.30).

Invoice #20189096 from McCrory & Williams WWTP Operations Assessment and Training, (\$1,780.00).

Invoice Tree Beaver Tree Service to cut & remove 29 large pine trees, 3rd Installment of 3, (\$1,500.00).

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

Report of Officers:

No Officer reports this meeting.

Utilities Director Report:

Mr. Hennis reported the surveillance system will have phone capabilities and inquired which of the Board members would be interested in this option. All Board members would like access.

The surplus generator has been listed with Govdeals.com. There has already been some interest.

The Cedar Street lift station some lines are being replaced.

Engineer's Report:

Ms. Hall reported the work is progressing on the Maintenance Bay.

Grant Petitioner Report:

Ms. Hall reported the next informational report is ready to be uploaded to the website. The two generator grant applications for the Lift Stations have been submitted.

Accounting Report:

Mr. BJ Gilbert was not in attendance.

Attorney's Report:

Mr. Raymond Bell nothing further to report.

Correspondence:

Ltr from Glatfelter Claims Management Inc, Lightning: 104 Station Street dtd 8/3/18

Ltr from Mobile County Personnel Department, Office Assistant I temporary position, dtd 8/3/18

Ltr from Mobile County Personnel Department, Resignation of Carlos Hawkins, dtd 8/6/18

Well Source Data Report July 2018

There being no further business to come before the Board; Mr. Haines made a motion to adjourn the meeting. Mr. Thronson seconded. Meeting adjourned at 6:24 P.M.

ATTEST:

RATIFIED AND APPROVED:
