

Regular Meeting
August 2, 2018

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 5:30 P.M. at the Saraland Water and Sewer Service Maintenance Building with the following Board Members present:

Present:
Mr. James Davis
Mr. Ron Mitchell
Mr. Scooter Thronson

Absent:
Mr. H. O'Neil Robinson
Mr. Jackie Haines

Ms. Carah Hall, Board Engineer and Mr. Raymond Bell, Board Attorney was present.

Mr. Thronson opened the meeting with prayer.

Committee Reports:

Mr. Mitchell reported that since the last Board Meeting, 3 convenient irrigation meters were installed, a 2" water main was repaired. Mr. Mitchell added that the convenient irrigation meters were installed while Saraland Water and Sewer Service was having a discount on convenient residential $\frac{3}{4}$ "meters.

Mr. Thronson reported that since the last Board Meeting, there have been thirty-nine (39) payments processed on the credit card machine in the office. For the month of July, the total credit card payments made in the office was ninety-five.

Mr. Davis reported that since the last Board Meeting, forty-one (41) Alabama 811 locates have been worked for water and sewer. Twenty-four (24) work orders for water, and five (5) work orders for sewer have been worked.

Old Business:

Mr. Davis asked Mr. Hennis the status of the Preventative Maintenance Plan for the System. Mr. Hennis informed the Board he is still working on it, but it is about 50% done.

Mr. Davis asked for an update on the Infectious Waste Exposure. Mr. Hennis informed the Board that the employees that were subject to the injection are now current and will have one more round at a later time. Mr. Davis hearing this information, asked for this business now be removed for further Agendas.

Mr. Davis asked Mr. Bell for an update on the Grease Program. Mr. Bell informed the Board that the status of this business is the same as last meeting.

Mr. Davis started the discussion of Depress Sewer Lines. Mr. Hennis informed the Board with the amount of rain, the truck could not get to the location, when the way dries out the men will be able to get to the location.

Mr. Davis asked Ms. Hall to give the results of the samples from the New Test Well. Ms. Hall did inform the Board these sample did come back with a high Iron levels, after further discussing the Board ask Ms. Hall and Mr. Hennis to look at the cost of what would be needed at this site, from the results of the test, and the cost having another Well installed at one of our present locations. Find out what the options are and let the Board know.

Mr. Davis asked Mr. Hennis about the Sewer Lines up Celeste Road. Mr. Hennis informed the Board that the company that was also installing sewer lines up Celeste Road was Integra.

New Business:

Mr. Davis asked Mr. Capps to address the Board with his request. Mr. Capps asked the Board if it would be possible for the angle stop at his meter could be replace. Mr. Hennis informed the Board and Mr. Capps, first thing Friday morning the men will be out there replacing his angle stop.

Mr. Davis started the discussion of an Office Assistant I (temporary position). Mr. Hennis added that with Mrs. McDuffie taken a scheduled vacation and Ms. Boykin going to be out on sick leave, the office staff needs the help. Mr. Thronson made motion authorizing the hiring of an Office Assistant I (temporary position). Mr. Mitchell second the motion. Motion passed.

Mr. Davis asked Mr. Hennis to address the Board of a Public Service Worker I. Mr. Davis then explained to the Board that a signature required on form for the dismissal of a Public Service Worker I.

Mr. Davis asked Ms. Hall to informed the Board about the permit for the sewer lines up Celeste Road. Ms. Hall informed the Board that the Permit needed for the 800ft is needed first. The other permit will be required later when this work starts. This is with the County. The Board wants this along with the Cost to lay 1320' of sewer line up Celeste Road to stay on the Agenda.

Mr. Davis asked Mr. Bell about the Fresenius Medical Care (water quality guarantee request). Mr. Bell explained to the Board what this company is asking from us. After further discussion the Board asked Mr. Bell to write a response to their request.

Mr. Davis ask Mr. Hennis for an update on the lightning damage insurance claim. Mr. Hennis informed the Board that the paper work has been giving to the insurance company, and we are waiting to hear back from them.

Mr. Davis brought before the Board of two contracts and the renewal of them. Mr. Thronson made motion to renewal Ms. Stallman's, Grant Management, contract for another year. Mr. Mitchell second the motion. Motion passed. Mr. Thronson made motion that the Board approve the renewal of Mr. Dean's, Sewer Consultant, contract for one more year. Mr. Mitchell second the motion. Motion passed.

Mr. Davis started the discussing of Vendor requirements. The Board discussed the importance of Vendors that are used by Saraland Water and Sewer Service should be required to have workmen's comp insurance along with having a City of Saraland business license. Mr. Thronson made motion that it should be stated in our Policy that all Vendors hired by Saraland Water and Sewer Service should have proof of Workman's Comp. Insurance along with proof of their license to do business in Saraland. Mr. Mitchell second the motion. Motion passed. Mr. Davis stated for this item to be left on the Agenda for Mr. Bell to incorporate it into our by-laws.

Mr. Davis asked Mr. Hennis about the Vermeer Tractor. Mr. Hennis explained that he has ordered the parts for it and just waiting for them to come in. This is to be left on the Agenda for further updates.

INVOICES FOR RATIFICATION:

WATER: McCrory Williams, Inc., Project No. S7510-2056, dated 07/02/2018, in the amount of \$2,447.50, re: WATER BOND PROJECT, Griner Drilling, request for Payment #2 (FINAL). Duke Instrument Service Co., inv# 12233, dated 06/28/2018, in the amount of \$9,255.04, re: Norton Avenue Booster Pumping Station VFD replacement (insurance claim). Aqua Products, Inc., inv# 20181081, dated 07/23/2018, in the amount of \$1,113.50, re: Repair Kits for Chlorinator. Mr. Thronson made motion to pay water invoices. Mr. Mitchell seconded. Motion passed.

SEWER: SIS, inv#0033607-IN, dated 07/13/2018, in the amount of \$1,970.62, re: Cleaned spill at plant and cleaned two (2) Lift Station. Jim House & Associates, Inc., inv# 9327, in the amount of 3169.00, re: furnish and install a triplex pump controller and submersible transducer at Park Street Station. Mr. Thronson made motion to pay sewer invoices. Mr. Mitchell seconded. Motion passed.

Report of Offices:

Mr. Davis informed the Board that the monthly Safety Meeting will be held Friday August 3, 2018 after said meeting, individual annual performance review will be held.

Mr. Hennis reported that there was a sewer line bored into by contractors hired by AT&T. The line has been repaired and Mr. Hennis is getting the information to bill the contractor for boring into our sewer line that was properly marked. Mr. Davis wants this item to stay on the Agenda. Mr. Hennis meet with persons about repairing the driveways due to the sewer lines being laid up Celeste Road. The men have been working at the Plant, replacing the rotate assembly. Also Mr. Hennis is looking for a valve for the fire line, which will replace the one behind the shopping center on Saraland Loop.

Ms. Thronson ask Mr. Hennis about the widening of Celeste Road and the relocating of our lines, may it be water lines or sewer line, and who pays for the relocating of these lines? After further discussion it was asked of Ms. Hall to get this information and report to the Board next meeting.

Ms. Hall reported to the Board of the contractor hired to construct our storage/equipment building was out today and work will start on that. Ms. Hall also informed the Board that she is now the owner of McCrory & Williams.

There being no further business to come before the Board, Motion made by Mr. Thronson to adjourn. Motion seconded by Mr. Mitchell. Meeting adjourned at 6:17 P.M.

ATTEST:

RATIFIED AND APPROVED:
