

**Regular Meeting  
January 18, 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. Jackie Haines	
	Mr. Ron Mitchell	
	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. Mitchell reported since the last Board Meeting one 2" radio read meter was installed. A 2" water line was repaired. A 16" airline was repaired at the sewer plant.

Mr. Davis reported since the last Board Meeting there have been 8 work orders for water, 2 work orders for sewer, and 77 - 811 locates completed.

Mr. Haines reported since the last Board Meeting the inside of the reservoir, the high surface pumps, and the booster pump station has been painted. The inside of the well houses are currently being painted.

Mr. Thronson reported since the last Board Meeting there have been 54 payments made on the office credit card machines, Payments made were for paying bills, backflows, cleanup meters, and turn-ons.

**Old Business:**

Mr. Robinson welcomed Tammie Lowe CFO of The Fortis Company. Mrs. Lowe gave a detailed request for the Board to consider. They requested a verbal agreement for Mr. Chad Hennis and the Water Board Attorney to meet with their CEO and Dan Blackburn to discuss our position on the legality of charging for units that have never been leased. They further request consideration to revise the existing City of Saraland Well ordinance to allow wells in the City limits to be used exclusively for irrigation. Mr. Robinson thanked them for attending the meeting and stated the requests will be reviewed.

Mr. Neil Patel of Comfort Suites did not attend the meeting. An email was received detailing Mr. Patel's request including a photo and a waiver of penalties request on the November 2017 statement. After some discussion the Board decided to uphold our current policy on late fee waiver.

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 on the Excavator and Trailer. Mr. Hennis checked and this item isn't on the State Bid List, it will put out for bid. The bid packet and specifications will be reviewed at a future meeting.

**New Business:**

Mr. Robinson opened the discussion on the December P & L statement. Mr. Gilbert presented the P& L statements for Water & Sewer. Mr. Gilbert asked if the Board had any questions. Mr. Mitchell would like to complement Mr. Gilbert on the revisions to the P & L Statement.

Mr. Robinson opened the discussion to resubmit for the Mobile County CDBG Grant. Ms. Stallman stated the grant submitted to the County is due for renewal. The request is for a 50% grant for Sewer improvements on Courtaulds Avenue, International Boulevard and Stauffer Avenue. Mr. Haines made a motion to authorize the Chairman to sign all documents. Mr. Mitchell seconded. Motion carried.

Invoices for Ratification:

**Water Invoices:**

Invoice #S7510-2040 from McCrory & Williams for A-Long Boring Inc, Highway 158 West of Kali Oka Road water line extension, (\$205,437.50). Bond Item

Invoice #74982743-0001 from Sunbelt Rentals 3" Gas Trash Pump, (\$1,725.00).

Invoice #3162048 from TTL Fourth Quarter VOC and Stage 2 DBP – Fourth Quarter testing, (\$1,316.00).

Invoice #29682282-001 from Herc Rentals, (1) Backhoe 70-97HP 4WD Cab Extendahoe Rental, (\$2383.65).

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

**Sewer Invoices**

Invoice #190688 from Hydra Service, Inc. to pump out Digester, (\$1,871.98).

Invoice #1013111 from Mission Communications, LLC. For water and waste water monitoring hardware and /or service, (\$12,853.80).

Invoice #8003 from Jim House & Associates Inc., for Inlet Filter Elements, Bottle Oiler, roots 5 gallon ISO 320 Oil and furnish and install Lube 4 quarts VG320 of Blower Oil, (1,689.00).

Invoice #25547 from Sheppard Electric Motor for Liberty L5G202A 2 HP Grinder Pump 230 volts single phase with G90 Elbow, (1,350.00).

Invoice #75089597-001 from Sunbelt Rentals for Wacker Mud Hog, (\$1,695.00).

Invoice #152873043-002 from United Rentals for rental of, (\$1490.60). Boom 46-50” Towable

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

**Report of Officers:**

Mr. Mitchell reported CD rates are increasing, which will improve our CD interest revenue for the fiscal year.

**Utilities Director Report:**

Mr. Hennis reported we are preparing for the Annual ADEM inspection. Mr. Ard is performing the sewer sampling and lab work.

**Engineer’s Report:**

Ms. Hall reported since the last Board Meeting the preconstruction meeting for the test well site was held today and work will begin next week. The results should be within a few days. Ms. Hall and Mr. Hennis discussed the future structure to house all of the work trucks and equipment. This will be a large structure to be located 233 Shelton Beach Road.

**Grant Petitioner Report:**

Ms. Stallman nothing further to report.

**Accounting Report:**

Mr. Gilbert had nothing further to report.

**Attorney’s Report:**

Mr. Bell no report.

**Correspondence:**

Sewer Summary report from Mr. James Dean.

There being no further business to come before the Board; Mr. Davis made a motion to adjourn the meeting. Mr. Haines seconded. Meeting adjourned at 6:43 P.M.

ATTEST:

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RATIFIED AND APPROVED:

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