

**Regular Meeting
August 17, 2017**

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

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. Thronson opened the meeting with a prayer.

Committee Reports:

Mr. Thronson reported since the last Board Meeting Mr. Charles Ernst of Regions Bank has notified the office staff the credit card machines will be delivered on Friday, August 18, 2017. Training is scheduled at that time. A notice has been posted to notify the citizens.

Mr. Mitchell reported since the last Board Meeting 105 – 3/4” radio read meters have been installed. One 3” radio read meter was installed.

Mr. Haines reported the office personnel have contacted Ms. Benson to inform her of the estimated date to accept credit cards to be posted on the website.

Old Business:

Mr. Robinson opened the discussion on Aaron Oil Contract. Tabled until next meeting.

Mr. Robinson opened the discussion on bids for Highway 158. The bid process is on schedule and should be opened on September 7, 2017 to be awarded at the next Board Meeting.

Mr. Robinson opened the discussion on test Well #5. We are moving forward on this project. In the process of working out property locations for a specific site.

Mr. Robinson opened the discussion on Saraland Water and Sewer Board Resolution. After some discussion Mr. Thronson made a motion to adopt the Resolution as drafted. Mr. Haines seconded. Motion carried.

New Business:

Mr. Robinson opened the discussion on an 8% water rate increase (in addition to the approved 2% annual increase). After some discussion this item was tabled until the next meeting.

Mr. Robinson opened the discussion on the maintenance building roof. Mr. Robinson has requested a roofing company come out to advise what course of action is needed. Tabled for discussion at the next meeting.

Mr. Robinson opened the discussion on a one step 2 ½% merit increase for Adrian Parker. (Grade 14 step K). Mr. Hennis recommends this merit increase. Mr. Thronson made a motion to grant this one step merit increase. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on The Personnel Board of Mobile County eligibility for a bonus. After some discussion Mr. Thronson made a motion to grant the ability to give a bonus if the Board so chooses. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on the CDBG Project No. SAR-PW-16-001 invoice in the amount of \$147,836.05 of which \$116,032.72 will be reimbursed. Mr. Haines made a motion to pay. Mr. Mitchell seconded. Motion carried.

Mr. Robinson opened the discussion on REV Construction Application for Payment #1 M & W Project No.S7510-2045 on the Frontage Road invoice amount \$34,869.75. Mr. Mitchell made a motion to pay. Mr. Thronson seconded. Motion carried.

Mr. Robinson opened the discussion request to change grant scope from 30KW generator to a 35KW. Mr. Haines made a motion to authorize signature by the Chairman for the change request letter. Mr. Thronson seconded. Motion carried.

Mr. Robinson opened the discussion on AIS. Mr. Robinson stated a letter has been sent to the company expressing our displeasure with their service. A meeting has been scheduled for tomorrow at 8:30 to discuss this with a company representative.

Mr. Robinson recommended a 10% increase for Mr. Raymond Bell our attorney of record. Mr. Thronson made a motion to grant a 10% increase. Mr. Haines seconded. Motion carried.

Invoices for Ratification:

Water Invoices:

Invoice #20178537 from McCrory & Williams for engineering services Project S7510-2035, (\$1,215.00).

Invoice #20178543 from McCrory & Williams for clerical services, (\$1,386.00).

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

Sewer Invoices:

Invoice #072417 from Gary A Brown for sewer wet tap Holiday Inn Express tie in repair, (\$1,200.00).

Invoice #29400331-001 from Herc Rentals for Backhoe Rental, (\$2.150.00).

Invoice #20178548 from McCrory & Williams for Project S7510-2054, (\$3,255.00).

Invoice #20178540 from McCrory & Williams for Project S7510-2010, (\$3,870.00).

Invoice #20178538 from McCrory & Williams for Project S7510-2035, (\$1,060.00).

Invoice #20178531 from McCrory & Williams for Project S7510-2055, (2,360.00).

Invoice #0647883-IN from Pro Chem Inc for supplies for sewer plant, (\$1,157.58).

Invoice #24867 from Sheppard Electric Motor SVC to rebuild lift station pump, (\$5,376.85).

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

Report of Officers:

Mr. Mitchell reported since the last Board meeting there are no CD's maturing at this time. However 2 CD's will be maturing on September 19, 2017 interest rates and terms will be provided to the Board for consideration at the next Board Meeting.

Utilities Director Report:

Mr. Hennis reported since the last board meeting the South Tank has been emptied and installation of the decanter has been started. Mr. Hennis is currently getting prices for a blower. A lawn mower has been purchased off the state bid for the Sewer Department. The media should be delivered tomorrow and Ms. Hall is helping line up someone for installation.

Engineer's Report:

Ms. Hall nothing further to report.

Grant Petitioner Report:

Ms. Stallman requested the Chairman make a call to Ms. Roberta Swan of the Mobile Bay Estuary to schedule a date and time for a meeting.

Attorney's Report:

Mr. Bell reported on the pending collection cases, he has talked with the Clerk's Office and hopefully I will have Court dates to report at the next meeting. At the last meeting request to review a couple of issues involved with a claim by Mr. O'Donnell, there is a letter for Mr. Robinson's signature. Mr. Bell expressed his gratitude for the increase granted by the Board.

Correspondence:

Ltr to Liana Barnett, Personnel Board Director, Restructure of Water Department, dtd 8/4/17.

Ltr to Mr. Robinson from Liana Barnett, Personnel Board Director, Re: Water Service Operator I, dtd 8/9/17.

Ltr to Mr. Robinson from Liana W. Barnett, Personnel Board Director, Re: 2.5% Cost of Living Increase, dtd 8/1/17.

Ltr to Liana Barnett, Personnel Board Director from Mr. Robinson, Re: Dismissal of Michael Brault, Treatment Plant Operator I, dtd 8/4/17.

Ltr from Mobile County Personnel Board, Re: Update of Personnel records termination of Michael Brault, dtd 8/9/17.

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

ATTEST:

RATIFIED AND APPROVED:
