

**Regular Meeting  
September 21, 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. O'Neil Robinson	Mr. Ron Mitchell
Mr. Scooter Thronson	

Mr. Michael Berson 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 the lines have been installed for our credit card machines. We are still waiting to receive the equipment from Regions Bank.

**Old Business:**

Mr. Robinson opened the discussion on bids for Highway 158. Ms. Hall stated the bid tab has been reviewed and McCrory & Williams recommendation is to awarding the bid to A Long Boring the lowest qualified bidder. Mr. Thronson made a motion to approve the bid from A Long Boring. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on test Well #5. Ms. Hall reported one of the two sites has been verified, the second site should be ready by the next Board meeting.

Mr. Robinson opened the discussion on Saraland Water Rate Increase of 8% in addition to the approved annual 2% increase. After some discussion Motion made by Mr. Thronson to increase the water rate by 8% to be effective on the April 1, 2018 billing cycle. Mr. Haines seconded. Motion carried.

Mr. Robinson opened the discussion on the maintenance building roof. Mr. Vaughn gave each Board Member an estimate for the roof repair from Diversified Roofing. Mr. Haines made a motion to accept the bid of \$4500.00 from Diversified Roofing. Mr. Thronson seconded. Motion carried.

**New Business:**

Mr. Robinson introduced Pam Boykin to discuss customer complaints. Ms. Boykin gave each Board Member a spreadsheet of each complaint received since August 1, 2017 of the 75 complaints only one customer has attended a meeting. Most complaints are handled by the office or the outside personnel. The majority of complaints are due to high bills, no water service due to repairs being performed, dirty water or low water pressure. When repairs can be scheduled the customers are notified, when it is an emergency time doesn't permit prior notification.

Mr. Robinson stated there are 2 CD's for reinvestment. Mrs. Robinson got quotes from several banking institutions, each Board Member has a sheet with the current rates available. After review Mr. Haines made a motion to invest CD #1 with Family Security Credit Union at a rate of .65% and CD #2 with Gulf Coast Federal Credit Union at a rate of .60% for a 12 month period. Mr. Thronson seconded. Motion carried.

Invoices for Ratification:

**Water Invoices:**

Invoice #17-2113-ALF from All Service Contracting Corp. for Project 17-2113-AL, (\$27,810.00).

Invoice #6862 from Construction Labor Services Inc. for Parking Lot grading & rock, (21,467.25).

Invoice #17588 from Gulf City Shell Corporation for 26.1 tons B-Base Limestone, (1,148.66)

Invoice #20178606 from McCrory & Williams for engineering and survey services Project S7510-2040, (\$9,480.00).

Invoice #20178590 from McCrory & Williams for clerical services, (\$1,584.00).

Invoice #20178604 from McCrory & Williams engineering services Filter Media & Office Building Renovation, (\$1,755.00).

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

**Sewer Invoices:**

Invoice #1012356 from Aqua Aerobic Systems Inc. for Diffuser parts, (\$1,835.44).

Invoice from Camper City Truck Accessories, (\$1,035.00).

Invoice #190688 from Hydra Service for Cherne Liquid Smoke Blower and supplies, (\$1,927.71).

Invoice #20178600 from McCrory & Williams for Project S7510-2054 for Coordination and status with Mr. Dean, (\$2,270.00).

Invoice #12763 from Quartz Lamps Inc. for 28" Lamp Assy., (\$2,589.65).

Invoice #17000108 US 05000 from Veolia for Project Saraland WTP, AC #D308, (\$1,545.00).

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

**Report of Officers:**

Mr. Robinson reported the Dedication for the Maintenance Building will be held on Friday, September 29, 2017 at 3:00 p.m. I hope everyone will attend. The plaque will be unveiled and pictures taken by s Call News reporter.

**Assistant Superintendent Report:**

Mr. Vaughn reported the effluent mixer at the Sewer Plant is short circuiting. Request permission to purchase a portable mixer at an estimate of \$7,361.92. Mr. Thronson made a motion to purchase one portable mixer for \$7,361.92 from Hydra Service Inc. Mr. Haines seconded. Motion carried.

The second request is to purchase a portable hydrant flusher, which has an automatic timer to allow flushing during the night. This would help with dirty water complaints in areas that have dead end lines. The estimate is \$2,618.29 from Ferguson. Mr. Haines made a motion to purchase one portable hydrant flusher. Mr. Thronson seconded. Motion carried.

**Engineer's Report:**

Ms. Hall reported since the last Board Meeting the sewer on Frontage Road is almost complete. Final inspection will be next week.

Further research is being done on the answer to the Drum Screen problems.

The windows have been replaced in the office and the estimate to replace the drive thru drawer has been received.

**Grant Petitioner Report:**

Ms. Stallman reported Mobile Bay Keeper has filed a law suit against City of Daphne Utilities in reference to sewer spill. Sewer will be a hot ticket item on the next BP funds. If the main purpose of the project is for clean water it is not going to be counted in the 25% infrastructure. There is a meeting scheduled Wednesday, September 27, 2017 at 3:30. It is imperative to attend this meeting.

**Account Report:**

Mr. Robinson introduced B J Gilbert of Karen Simmons CPA Firm. B J gave each Board Member a P & L Statement and a monthly summary of cash accounts for review.

**Attorney's Report:**

Mr. Berson nothing to report.

**Correspondence:**

Ltr from Mobile County Personnel Board, Re: Option to give Bonus, dtd 9/6/17.

Ltr to Mrs. Liana Barnett of Mobile County Personnel Board, Re: 2017-2018 Holiday Schedule, dtd 9/7/17.

Ltr to Mr. Mike Black, Chief Building Official, Re: Residence located 105 Delisa Drive and private well, dtd 9/8/17.

There being no further business to come before the Board; Mr. Thronson made a motion to adjourn the meeting. Mr. Haines seconded. Meeting adjourned at 6:32 P.M.

ATTEST:

RATIFIED AND APPROVED:

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