

Regular Meeting

March 1, 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 the Saraland Water and Sewer Service Maintenance Building with the following Board Members present:

Present:

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

Absent:

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

Mr. Robinson opened the meeting with prayer.

Committee Reports:

Mr. Mitchell reported that since the last Board Meeting, one (1) ¾" new service line was installed, two (2) 2" mains, one (1) ¾" service line was repaired. A 2" sewer line on Paul Street has been installed.

Mr. Haines reported that since the last Board Meeting, the yearly servicing for the wells is almost complete. The new Caterpillar Excavator has been delivered.

Mr. Davis reported that since the last Board Meeting, sixty-six (66) Alabama 811 locates have been worked for water and sewer. Eleven (11) work orders for water, and three (3) work orders for sewer have been worked.

Mr. Thronson reported that since the last Board Meeting, there have been thirty-six (36) payments processed on the credit card machine in the office.

Old Business:

Mr. Robinson started the discussion about purchasing equipment. After further discussion, it was mention for a budget be made on purchasing equipment, after one is made, then the Board can decide what equipment can be bought.

Ms. Stallman brought before the Board the PR project. Ms. Stallman and Ms. Hall worked on information that should be placed on the website (What's Happening) to show the Public what is going on. Also added to this page will be the "Smoke Test" information.

Mr. Robinson stated that last meeting the Board did not make a motion to pay the First Capital Insurance. Mr. Mitchell made motion to pay First Capital Insurance. Mr. Davis second the motion. Motion passed.

Mr. Robinson asked Mr. Haines to inform the Board his information about the Grease Program. Mr. Haines has inquired with other companies to see how their program works. As with the other companies the Grease Program is costly, the Board needs to decide how far/and which way do they want to take this program. After further discussion it is stated for Mr. Haines and Mr. Bell to establish a policy for businesses disposal of their grease and bring back to the next Board Meeting.

Mr. Robinson asked Mr. Bell to inform the Board about the Cherry Hill Contract. Mr. Bell brought copies for the Board Members to look at, basically the contract states that Kushla Water will collect for us the monies from their customers that are on our sewer line with 12% of the collection going to Kushla Water as their service fee for doing this. Mr. Davis made motion that we accept and sign this contract. Mr. Thronson second the motion. Motion passed.

Mr. Robinson started the discussion about implementing a program for Saraland Water and Sewer Service a 1/3/5-year plan of goals the company wants to focus on. After further discussion the Board agreed to adopt a 1/3/5-year plan for Saraland Water and Sewer Service.

Mr. Robinson asked Mr. Davis to discuss with the Board the Worker Exposure Control to Infectious Waste and Blood borne Pathogens Program. Mr. Davis discussed with the Board the fact that a lot of the employees are exposed to such blood borne pathogens and the Company needs to be educated and offer a vaccination of hepatitis to the employees. Mr. Davis informed Mr. Hennis to follow through on the employees wanting the vaccination, along with the employees that refuses the vaccination, there is a declaration form to sign and documentation to be placed into the employee's file.

New Business:

Mr. Robinson started the discussing of Mr. Vaughn (Operator II) to be move up to Assistant Superintendent. Mr. Hennis addressed the Board on this matter and informed the Board he was against this action. Mr. Hennis' reasons being he believes Mr. Vaughn needs more training in the position he presently holds. Mr. Davis commented that it was his understanding that the Board had made a motion for Mr. Vaughn to have title of Assistant Superintendent. Mr. Mitchell believes that Mr. Vaughn needs to have some management training for this position. After Mr. Davis' comment this matter was tabled until next Board Meeting.

Mr. Hennis asked the for the Saraland Middle School irrigation meter deposit fee to be wavered. Mr. Thronson made motion that the deposit be waved for Saraland Middle School. Mr. Haines second the motion. Motion passed.

Mr. Robinson asked Ms. Stallman to discuss with the Board the Hazard Mitigation Grant Program application. Ms. Stallman informed the Board that she did send out email to the Board Members today informing them the meeting to be held at the Five Rivers at 2:30, March 7, 2018, and informed the board that this is a crucial meeting to be attended by the Board. Ms. Hall then in formed the Board, about HMGP, money for mitigation, and of a meeting where Mr. Hennis attended and talked with Mr. Lambert and informed him of our need of generators. With the City of Saraland's help the Saraland Sewer Service will receive the generators. Ms. Hall then informed the Board that she has submitted the application for the CBGD grant and Mobile County wants a financial statement and budget from submitters. Ms. Hall was informed that the financial papers will be giving to her in the next couple of days.

INVOICES FOR RATIFICATION:

WATER: Herc Rentals, inv# 29786896-001, dated 02/01/2018, in the amount of \$1,818.85, re: backhoe rental (ours was broken) from 01/19-01/31/2018. Aqua Products, Inc., inv#20180244, dated 02/14/2018, in the amount of \$2,060.93, re: Regal 3000 CLS Gas detector single sensor. McCrory Williams, inv#20188826, dated 02/22/2018, in the amount of \$1,936.00, re: clerical. McCrory Williams, project# S7510-2040, dated 03/01/2018, in the amount of \$216,063.37, re: Payment #3 to A-Long Boring, Inc. for new waterline extensions of Highway 158 west of Kali Oka Road. Diversity Maintenance Solutions, (submitted by McCrory Williams), inv#0014, in the amount of \$6,550.00, re: first payment (80% of proposal/bid price) of Main Office Building Interior Painting. Mr. Thronson made motion to pay water invoices. Mr. Haines seconded. Motion passed.

SEWER: Adams and Reese LLP, inv#976376, dated 02/12/2018, in the amount of \$1,570.00, re: Duke lawsuit complaint. Aqua-Aerobic Systems, Inc., inv#1014325, dated 02/19/2018, in the amount of \$9,847.00, re: PLC upgrade for VFD blower control. Jim House & Associates, Inc., inv# 8211, dated 02/06/2018, in the amount of \$43,100.00, re: ROOTS blower for the digester.

Sheppard Electric Motor SVC, inv#25780, dated 02/16/2018, in the amount of \$1,418.10, re: install root blower, bolt down, connect all pipes and all electric connections. SIS, inv#0025832-IN, dated 2/22/2018, \$6,178.73, re: clean up sewer spill in the easement located at Sewer treatment plant. SIS, inv#0025/25-IN, dated 02/22/2018, in the amount of \$4,504.91, re: clean up Saraland Sewer treatment plant. USABlueBook, inv#485576, dated 02/06/2018, in the amount of \$2,980.00, re: BOD Incubator 62 Bottle Capacity. Mr. Mitchell made motion to pay the sewer invoices. Mr. Thronson seconded. Motion passed.

Report of Offices:

Mr. Davis informed the Board Members that the safety meeting will be held tomorrow (Friday, March 2, 2018) but he will not be able to attend.

Mr. Robinson informed the Board of Mr. Hennis ordering the valve to fix the leak at the Sewer Plant, installment was done today. Mr. Robinson also stated to Mr. Hennis that the weekend workers at the Plant needs to have a time card and be required to clock in.

Mr. Hennis informed the Board that Mr. Vaughn did install the line on Paul Street. Mr. Hennis also informed the Board of the contractors putting in the "Bike Lane" has hit our waterline and there were a couple of leaks on Highway 43. The AWRA conference will be held this month where our Sewer Plant will be part of the PowerPoint presentation of this conference. Mr. Vaughn is presently working on the yearly maintenance of the Wells.

Mr. Bell informed the Board of the Duke lawsuit. Mr. Bell informed the Board of him contacting the Apartment owners which wanted a meeting with us, and he is waiting for them to call him back.

Ms. Hall informed the Board of the Test Drill, they finished it yesterday and Mr. Cook gave her his report today, Ms. Hall then went over the report with the Board. After further discussion Mr. Davis made motion for Ms. Hall to give the contractor the go forward with the Test Well. Mr. Thronson second the motion. Motion passed. Ms. Hall then informs the Board that she did get the copy of the City of Saraland's Ten Year Plan (10), and took what the City had on their list and complied it with ours and come up with a New Plan.

The Board was reminded that the already approved increase of eight-percent (8%) on water will be effective come the April Billing, and the twenty-percent (20%) increase on sewer will be effective on the October bill, this has already been approved by the Board at a Meeting last year. Mr. Mitchell has questions about this decision and wants the minutes investigated on this decision.

There being no further business to come before the Board, Motion made by Mr. Thronson to adjourn. Motion seconded by Mr. Haines. Meeting adjourned at 7:07 P.M.

ATTEST:

RATIFIED AND APPROVED:
