

Regular Meeting
November 2, 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 the Saraland Water Service Conference room with the following Board Members present:

Present:
Mr. H. O'Neil Robinson
Mr. Ron Mitchell
Mr. Scooter Thronson
Mr. James Davis

Absent:
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 Two Hundred forty-two (242) ¾" radio read meters have been installed, and an eighteen-inch (18") valve has been installed in the North Tank.

Mr. Davis reported that since the last board meeting, seventy-one (71) 811 locates have been worked for the Water and Sewer Departments. Thirteen (13) work orders for water have been worked and two (2) work orders worked for the sewer department.

Mr. Thronson reported that there have been 18 credit card payments processed in the office on the credit card machines.

Old Business:

Mr. Robinson acknowledge a guest that was present at the meeting, but not on the agenda. Ms. Walker's concern was the increase amount of the water bill she receives, but because the account is in someone else's name, information cannot be given to her. Ms. Walker was told that when the account is in her name the information she is asking for can be given to her. Ms. Walker informed the Board that she would come in the office and fill out the paper work for the account to be changed into her name. Mr. Hennis did inform Ms. Walker, that he will send someone out to check the meter.

Mr. Robinson asked for an update on Well #5/Test Well, Ms. Hall informed the Board that we are waiting to secure the property for the shallow well.

Mr. Robinson then asked Ms. Stallman to inform the Board the outcome of the Portal Project 222-Infrastructure Improvements. Ms. Stallman informed the Board that we have received the necessary votes to move to the next level on this project.

Mr. Robinson ask Ms. Hall for an update on the Maps for the Sewer System. Ms. Hall informed the Board that she has giving Mr. Hennis maps of the sewer system that we did not already have, and he is to look through them give his approval and opinion and Ms. Hall will add these to the maps and place everything on a CD.

New Business:

Mr. Robinson brought to the table that Mrs. Robinson recommends Pam Boykin, Office Assistant II, for an eligible one-step 2 ½% merit increase based on her job performance. Mr. Thronson made motion for Ms. Boykin to this 2 ½% merit increase. Mr. Davis seconded the motion. Motion passed.

Mr. Robinson brought to the table that Mrs. Robinson recommends Susan Graham, Office Assistant II, for an eligible one-step 2 ½% merit increase based on her job performance. Mr. Thronson made motion for Ms. Graham to this 2 ½% merit increase. Mr. Davis seconded the motion. Motion passed.

Mr. Robinson asked Ms. Hall about the drive-thru area, Ms. Hall informed the Board she needs the quote approved by signature, and this project can start.

Mr. Robinson started the discussion of upgrading the Sewer Treatment Plant as in replacing the lights on the outside of the plant (pavilion lights). A list of items and prices will be given to the Board Members at a later meeting.

Mr. Robinson started the discussion of developing storage area for the equipment behind the Maintenance Building. Mr. Hennis is to start getting prices on buildings, concrete slab and bring the prices back to the Board.

INVOICES FOR RATIFICATION:

WATER: Diversified Roofing Service, Inc. inv#11519, dated 10/25/2017, in the amount of \$4,500.00, re: roof repairs on the Mike Sullivan Maintenance Building. McCrory Williams, inv#20178653, dated 10/17/2017, in the amount of \$2,835.00, re: Test Well #5. The Personnel Board for Mobile County, inv#10798, dated 10/19/2017, in the amount of \$1,834.75, re: 2017-2018 Quarterly Personnel Board Expense (first quarter). Regions Corporate Trust, inv#59595, dated 10/30/2017, in the amount of \$4,000.00, re: Trustee for the 2016 Bond Series. Mr. Thronson made motion to pay water invoices. Mr. Mitchell seconded. Motion passed.

SEWER: Aqua-Aerobic Systems, Inc., inv#80738, dated 10/06/2017, in the amount of \$15,000.00, re: Saraland WWTP Upgrade, signed Contract # 43022. Hach Company, inv#10679514, dated 10/18/2017, in the amount of \$1,164.16, re: LBOD PROBE W/1m CABLE. Jim House & Associates, Inc., inv# 7534, dated 10/18/2017, in the amount of \$16,636.00, re: 460/3/60, FLS, 20HP, 6” at Spanish Trace Lift Station. Jim House & Associates, Inc., inv# 7604, dated 10/26/2017, in the amount of \$1,650.00, re: Station Controller and Bird Cage Transducer 5PSI, 40’. Hydra Service, Inc., inv# 123797, dated 10/26/2017, in the amount of \$1,468.88, re: 48X36 fiberglass extension, & basin lid alum 48” w/hatch. McCrory Williams, inv#20178656, dated 10/17/2017, in the amount of \$6,450.00, re: I-65 Service Road/Highway 158, new sewer line. Quartz Lamps, Inc., inv#12941, dated 10/17/2017, in the amount of \$4,353.00, re: (12) Trojan UV400 28” Lamp Assy, (6) UV4000 28” sleeve assy. Smith Industrial Service, Inc., inv#0019736, dated 10/30/2017, in the amount of \$2,793.47, re: clean lift station at corner of Bayou Sara and Cedar Street, clean and video various line

segments on Celeste Road and Spartanburg Drive. USA BlueBook, inv#393611, dated 10/16/2017, in the amount of \$5,947.33, re: materials and supplies for Test Lab. Mr. Thronson made motion to pay the sewer invoices. Mr. Mitchell seconded. Motion passed.

Report of Offices:

Mr. Hennis, ask Mr. Vaughn, Assistant Superintendent, to report to the Board an update of the radio read meters left to install. Mr. Vaughn inform the Board there is less than One Hundred (100) meters left to be installed. Mr. Hennis then reported to the Board that the men will be out on Lafitte Road (Monday, November 6th) installing a new water line.

Mr. Bell reported to the Board, Ellison Plumbing was given fourteen (14) days to appeal the decision of the court and at this time Mr. Bell has not seen anything from Ellison Plumbing on this. Mr. Bell did also inform the Board we do have one more matter in district court on Monday November 6, 2017, meet at the court house downtown Mobile at 1:30.

Ms. Hall reported that the sink hole on Celeste Road was investigated and found that the sewer line had disintegrated and this is not the first time this pipe has been worked on, with the investigation it was found that this pipe already had signs of “patch work” in the same area, with this emergency bids were received for repairs. Ms. Hall suggested to the Board to go with Nordan Contracting Co. Inc., to repair this line on Celeste Road. Mr. Thronson made motion to go with Nordan Contracting Co. Inc., for this emergency repair. Mr. Davis second the motion. Motion passed. With the details of this situation, Mr. Bell wants to find out who initially did this patch work on this pipe.

Mr. Davis added that he has asked at last meeting for a Sewer Consultant Report, and it was not placed on the agenda. Mr. Davis stated he wants a Sewer Consultant Report on the next meeting’s Agenda (November 16, 2017).

Correspondence:

Ltr from ISO, dtd 10/23/2017, re: Saraland FPSA, Public Protection Classification

Ltr from The Retirement System of Alabama, dtd 10/23/2017, re: acknowledgement of the resolution of the 2017 One-Time Lump Sum Payment has been received.

Email from Payless4Lighting, dtd 10/30/2017, re: payment received and shipment date for Eiko Certified Green Bulbs (our PO#S1780)

Response Email to Stephanie Ammons, Alabama Department of Environmental Management, dtd 10/31/2017, re: Treatment Plant Work

Email from Saraland Area Chamber of Commerce, dtd 10/31/2017, re: November 2017 Newsletter

Thank You card from Mike Sullivan

There being no further business to come before the Board, Motion made by Mr. Thronson to adjourn.
Motion seconded by Mr. Davis. Meeting adjourned at 6:46 P.M.

ATTEST:

RATIFIED AND APPROVED:
