

**Regular Meeting
November 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

Absent:
Mr. James Davis

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

Mr. Haines opened the meeting with prayer.

Committee Reports:

Mr. Thronson reported that for the month of October 2018, there was 126 credit card machine transactions, and from October 18 to November 1, 2018, 33 credit card machine transactions have taken place, (transactions include water bills, new service, fire hydrant rentals, clean up meters, water and sewer taps/caps).

Mr. Robinson informed the Board of the meeting Tuesday at 5Rivers from 6:00 to 8:00.

Old Business:

Mr. Robinson asked Mr. Hennis the status of the Preventative Maintenance Plan for the System. Mr. Hennis informed the Board he has received some information and needs to read over it and will report to the Board at later time.

Mr. Robinson asked Mr. Haines for an update on the Grease Program. Mr. Haines reported that the website is in the process of being updated to contain information on this.

Mr. Robinson started the discussion of Depress Sewer Lines. Ms. Hall informed the Board that since the last meeting SIS is scheduled to be out cleaning and videoing the lines discussed under Highway 43 on Monday and should be out by Wednesday.

Mr. Robinson discussed the alternate site for a new well. Mr. Hennis informed the Board of the results of testing Well 4 and Well 3, no change was with both wells in this test. Ms. Hall is going to take this report and share it with Mr. Cook, which she will be able to return and answer the Board Member's question of the possibility of a second well being installed at one of the existing Well location.

Mr. Robinson begins the discussion of Sec.25-49 Special Provisions for Subdivisions Saraland, AL Code of Ordinances. The Board, Utilities Director and Engineer discussed what they believe should be added and this information will be given to Mr. Bell.

New Business:

Mr. Robinson brought for discussion Shelton Beach Estates inflow and infiltration, Mr. Hennis informed the Board of the conversation he had with Ms. Hall and lift station in this subdivision is running more than needs to, after seeing video of the lines in the subdivision, Mr. Hennis brought before the Board a suggesting of lining the lines (terracotta) in the subdivision. With this suggestion the Board did add the expense of this project and this is why Saraland Sewer Service asks for grants.

Mr. Robinson brought for discussion of a 2 ½% merit increase for Treatment Plant Operator II, Mr. Ard (Grade 16, Step N). Mr. Thronson made motion to award Mr. Ard such increase. Mr. Haines seconded the motion. Motion passed.

Mr. Robinson brought for discussion of a 2 ½% merit increase for Office Assistant II, Ms. Boykin. Mr. Thronson made motion to award Ms. Boykin such increase. Mr. Haines seconded the motion. Motion passed.

Mr. Robinson brought for discussion of a 2 ½% merit increase for Office Assistant II, Ms. Graham. Mr. Thronson made motion to award Ms. Graham such increase. Mr. Haines seconded the motion. Motion passed

Mr. Robinson made statement that the Pavilion lights at the Sewer Plant need to be replaced (with LED lights), these lights are rusted and need to be updated. Mr. Hennis is to get prices from contractors and bring this back to the Board.

Mr. Robinson started the discussion of a Storage Tank. The Board believes with the growth of Saraland, a holding tank for overflow should be thought of now, for the future. Ms. Hall suggested a beginning of this idea, will be for the Board to find land, at a good location. This should happen first.

Mr. Robinson asked Mr. Gilbert to inform the Board of the P&L statement. Mr. Gilbert gave his statement, and informed the Board, that with his statement Ms. Hodges is now able to completely work on the audit.

Mr. Robinson recognized the subject of cameras at the sewer treatment plant placed on the Agenda, but with the agreement of the Board, at this time, this is not feasible.

INVOICES FOR RATIFICATION:

WATER: Regions Corporate Trust Operations, inv#66998, dated 10/24/2018, in the amount of \$4050.00, re: AL Revenue Bonds Series 2016 escrow agent fee and annual fee. First Capital Ins., inv#6187, dated 10/10/2018, in the amount of \$5,750.00, re: right of way bond, for 2018-2019 term (Highway 158 project). Mr. Thronson made motion to pull invoices and pay. Mr. Haines seconded. Motion passed.

SEWER: Mission Communications, LLC, inv#1013111, in the amount of \$12853.80, re: renewal service package. SIS, inv#0039228-IN, dated 10/11/2018, in the amount of \$1,610.37, re: clean sewer on Station St, Forest Ave and Lift Station at McDonalds. SIS, inv#0039321-IN, dated 10/15/2018, in the amount of \$1,486.50, re: clean 4 lift station. Mr. Thronson made motion to pay Sewer invoices. Mr. Haines seconded. Motion passed.

Report of Offices:

Mr. Robinson made mention of the great job Mr. Hennis and all the men of Saraland Water and Sewer Service are doing.

Mr. Hennis informed the Board, the drying beds are currently being cleaned out at the Sewer Plant, the men of Saraland Water will be on Hummingbird Drive (North and South) installing a water line. Mr. Hennis also informed the Board that all meters are in and ready for the Publix shopping center.

Mr. Mitchell made a comment of placing the Celeste Road Sewer Line project on hold. His suggestion is to wait until more subdivision are being developed before Saraland Sewer Service continues to lay sewer lines.

There being no further business to come before the Board, Motion made by Mr. Thronson to adjourn. Motion seconded by Mr. Mitchell. Meeting adjourned at 6:42 P.M.

ATTEST:

RATIFIED AND APPROVED:
