

**Regular Meeting
October 4, 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. James Davis
Mr. Ron Mitchell
Mr. Scooter Thronson
Mr. Jackie Haines

Absent:

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 since the last Board Meeting, for the month of September there were (106) One Hundred six credit card machine transactions, and from September 20 to October 4 there has been 49 transactions, which includes bills being paid, turn on, fire hydrant rentals, clean up meters, water and sewer taps/caps.

Mr. Davis reported that since the last Board Meeting, Eighty-one (81) Alabama 811 locates have been completed, along with seven (7) work orders for water and four (4) work order for sewer.

Mr. Haines reported that since the last board meeting, inventory was completed this week for the audit and all scrap metal was taken off.

Old Business:

Mr. Robinson asked Mr. Hennis the status of the Preventative Maintenance Plan for the System. Mr. Hennis informed the Board he has since had/and still in the process of updating some of the Lift Stations.

Mr. Robinson asked Mr. Haines for an update on the Grease Program. Mr. Haines said at this time there are no updates, but himself and Mrs. Robinson will get with Ms. Benson and talk about the upgrade of the Website, and plan on having a page dedicated for the Grease Program. Mr. Bell added that he has spoken with the City of Saraland's attorney in regards of getting an ordinance if in the event the Board wants to have some type of citation.

Mr. Robinson started the discussion of Depress Sewer Lines. Ms. Hall informed the Board that since the last meeting she had a company go and take a survey of some sewer lines, the survey has since come back. After further discussion it was agreed that the line at Highway 43 and Norton Creek cannot be eliminated, Mr. Davis made motion for McCrory and Williams to hire a company to sonar inspection of the depress sewer lines at Norton Creek, and not to exceed Two Thousand Five Hundred (\$2,500.00). Mr. Thronson seconded the motion. Motion passed.

Mr. Robinson discussed the alternate site for a new well. Ms. Hall informed the Board that the test has to be ran again, all necessary steps were not taking at the time, so the test was inconclusive.

Members of the Saraland Water and Sewer Board has wondered about the widening of Celeste Road and who is responsible for the cost of moving the utility lines that lie in the area of the road widening, the Board Member since found out per Mayor Rubenstein regarding that part of Celeste Road being widen the City of Saraland would bear the cost to relocate water/sewer lines.

New Business:

Mr. Robinson brought for discussion of a 2 ½% merit increase for Water Service Operator I, Mr. Holmes. Mr. Thronson made motion to award Mr. Holmes such increase. Mr. Davis seconded the motion. Motion passed.

Mr. Robinson brought for discussion of a 2 ½% merit increase for Water Service Operator II, Mr. Vaughn. Mr. Thronson made motion to award Mr. Vaughn such increase. Mr. Davis seconded the motion. Motion passed.

Mr. Robinson brought for discussion of a 2 ½% merit increase for Office Assistant I, Mrs. Churchwell. Mr. Thronson made motion to award Mrs. Churchwell such increase. Mr. Davis seconded the motion. Motion passed.

Mr. Robinson asked Mr. Hennis to address the Board regarding Mr. Miller, Treatment Plant Operator I. Mr. Hennis asked the Board to allow Mr. Miller, currently with a grade 4 certification, to hold the position of a Treatment Plant Operator II. Mr. Davis made motion to petition the Mobile County Personnel Board to create the position of a Treatment Plant Operator II and to advertise for applicants, Mr. Thronson seconded the motion. Motion passed.

The Election of Officers:

Chairman Position: Mr. Davis made motion that the Board opens nominations for Chairman position of the Saraland Water and Sewer Service Board. Mr. Thronson seconds the motion. Motion passed. Mr. Davis made motion to nominate Mr. Robinson for the Chairman position of Saraland Water and Sewer Board. Mr. Haines made motion to nominate Mr. Thronson for the Chairman position of Saraland Water and Sewer Board, Mr. Thronson declined. Mr. Thronson made motion to nominate Mr. Robinson for Chairman position of Saraland Water and Sewer Board. Mr. Mitchell made motion that Chairman nominations be closed, Mr. Davis seconded the motion. Motion passed. Mr. Davis made motion to accept Mr. Robinson as the Chairman of the Board of Saraland Water and Sewer Service. Mr. Thronson seconded the motion. Motion passed.

Vice Chairman Position: Mr. Davis made motion that the Board opens nominations for Vice Chairman position of the Saraland Water and Sewer Service Board. Mr. Haines seconds the motion. Motion passed. Mr. Thronson made motion to nominate Mr. Davis for the Vice Chairman position of Saraland Water and Sewer Board. Mr. Haines made motion to close nomination for Vice Chairman position. Mr. Thronson second the motion. Motion passed. Mr. Davis made motion to accept the nomination for Vice Chairman, Mr. Thronson second the motion. Motion Passed.

Secretary Treasury Position: Mr. Davis made motion that the Board opens nominations for Secretary Treasury position of the Saraland Water and Sewer Service Board. Mr. Haines seconds the motion. Motion passed. Mr. Thronson made motion to nominate Mr. Mitchell for the Secretary Treasury position of Saraland Water and Sewer Board. Mr. Haines made motion to close nomination for Secretary Treasury position. Mr. Davis second the motion. Motion passed. Mr. Davis made motion to accept the nomination of Mr. Mitchell for Secretary Treasury position, of the Board of Saraland Water and Sewer Service. Mr. Haines second the motion. Motion Passed.

Mr. Robinson began the discussion of MAWSS contract (College Woods). Mr. Bell informed the Board that the two-year contract that was in place between Saraland Water and Sewer Service has expired. Mr. Bell now needs to hear from the Board of any changes that may need to be made to be placed in the new contract for MAWSS. Mr. Thronson made motion that the Board put in place a two-year contract with a 2% increase with MAWSS, Mr. Haines seconded the motion. Motion passed.

Mr. Robinson brought for discussion of BeBo's Car Wash. Mr. Hennis has talked with owner of the business and the owner would like to install a Well, Mr. Hennis did inform the owner that the City of Saraland has an ordinance in place regarding Wells for commercial and personal properties. The owner of BeBo's would also like for Saraland Water and Sewer Service to recalculate the rate structure on the bill since the business is a car wash. Mr. Mitchell made comment of the approach of Rich's Car Wash, the owner of this business has installed a water treatment system, this system collects the used water, treats it and reuses the water.

Mr. Robinson asked Mr. Bell to inform the Board of a letter that was forwarded to him, re: David and Robbie Stringer v. City of Saraland. Mr. Bell informed the Board that Mr. Stringer has had sewer issues, going back to 2008/2009, and again in 2010, Mr. Stringer wanted the new persons (Saraland Sewer Service) to be aware of the agreement he had with the Sewer Department (previously owned by The City of Saraland). Mr. Bell is to investigate the contract Mr. Stringer had with the City of Saraland, and to see if we Saraland Water and Sewer Service is obligated to said contract. While Mr. Hennis is to go to the area of Mr. Stringer property and start a plan of maintaining the lines in cleaning them.

INVOICES FOR RATIFICATION:

WATER: McCrory Williams, Inc., inv# 20189168, Project No. S7510-2059, dated 09/25/2018, in the amount of \$4,000.00, re: engineering service on storage/equipment building. Mr. Thronson made motion to pay water invoices. Mr. Davis seconded. Motion passed.

SEWER: McCrory & Williams, inv#20189169, dated 09/25/2018, in the amount of \$3,470.00, re: Celeste Road Force Main Extension. McCrory & Williams, inv#9166, dated 09/20/2018, in the amount of \$2,625.00, re: engineering service and WWTP Operations Assessment and Training. (James Dean, for August). SIS, inv#0037623-IN, dated 09/18/2018, in the amount of \$1,430.00, re: clean lift station on Selena Drive in Spanish Trace. SIS, inv#0037681-IN, dated 09/18/2018, in the amount of \$1,213.90, re: clean and vacuum lift station in Spanish Trace. Slaughter Construction Company, Inc., inv#1057-1F, in the amount of \$7,986.00, re: Manhole & Lift Station Lining. ANDRITZ, inv#8480082206, dated 05/31/2018, (company sent invoice to 716 Highway 43 South, Saraland 36571) in the amount of \$6988.34, re: Field Service for Centrifuge. Sheppard Electric Motor SVC, inv#26695, dated 09/04/2018, in the amount of \$1,525.50 re: disassemble and inspect. Replaced pump seal and gaskets remove broken bolt from shaft for impeller. S.C. Stagner Contracting Inc., inv#5270, dated 09/24/2018, in the amount of \$15,500.00 re: concrete driveway repairs and asphalt driveway repairs. Mr. Thronson made motion to pay water invoices. Mr. Haines seconded. Motion passed.

Report of Offices:

Mr. Mitchell reported that since the last meeting there are two (2) CDs maturing from a Credit Union and they were move to the Money Marketing account at The First. Then another CD will be moved from another Credit Union, later this month, to be place in the money marketing account at The First, so the amount deposited can be in this account at a longer term to get better interest rate on the funds. Mr. Mitchell also added, that with our Celeste Road project of laying sewer lines for new development he would like for Mr. Bell to investigate the requirements by The City of Saraland for a developer and a new subdivision to be required to install a gravity sewer system.

Mr. Robinson made mention of the December 6 meeting and where it is to be held.

Mr. Hennis reminded the Board that we now have the new afterhours emergency call service in effect. Mr. Hennis informed the Board of sidewalks being installed on James Street by the City of Saraland and inform them he had to move some meters and a fire hydrant will have to be moved. Mr. Hennis also told the Board that Saraland Water and Sewer Service is presently in our yearly audit. Mr. Hennis also informed the Board of payment received from a company working on Celeste Road that bored through our sewer line, and also showed the Board Members a copy of the check that was received from selling the old generator.

Mr. Bell reported on the Sewer Plant position, he has talked with the Mobile Personnel Board and was informed that the Board will have to give them the job description, and the pay scale, to compare it with others listed in the system. Mr. Bell reported his findings of the assessments of individuals and connection to our sewer line, his conclusion was that the Board could work with the City of Saraland to achieve what they are going for.

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

ATTEST:

RATIFIED AND APPROVED:
