

**Regular Meeting
March 21, 2019**

Vice Chairman Mr. Davis 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

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

Absent

Mr. Raymond Bell of Maynard, Cooper & Gale Law Firm was present. Ms. Carah Hall of McCrory & Williams was present. Ms. Cara Stallman was present.

Mr. Haines opened the meeting with a prayer.

Committee Reports

Mr. Haines reported since the last Board Meeting Well #3 is being painted. Annual maintenance is being performed on our Wells and Pump Stations.

Mr. Mitchell reported since the last Board Meeting there was a 6" water main repaired. Our annual water inspection has been performed by ADEM.

Mr. Davis reported since the last Board Meeting 69 Alabama 811 locates have been worked on the water and sewer lines. There have been 10 water and 2 sewer work orders completed.

Old Business:

Mr. Davis opened the discussion on Assistant Superintendent Position. Mr. Bell reported this item will be on the next Personnel Board Agenda to be held this month.

Mr. Davis opened the discussion on the preventative maintenance plan for the system. Mr. Hennis reported he will have a draft typed for the next meeting.

Mr. Davis opened the discussion on Sec, 25-49 Special provisions for subdivisions Saraland, Al Code of Ordinances. Mr. Bell reported a discussion was held with City Attorney, Mayor Rubenstein and the Council.

Mr. Davis opened the discussion on surveillance cameras at the 100 Ennis Street location. Mr. Hennis has received two quotes on the installation of surveillance cameras. The Board reviewed

both quotes and a motion was made by Mr. Haines to accept the lowest qualified bidder, Security 101 bid \$2600.00 plus \$174.00 for DVR. Mr. Thronson seconded. Motion carried.

Mr. Davis opened the discussion on the MAWSS contract. Mr. Bell reported the contract has been signed by Mr. Highland. The rate increase will be effective on the April, 2019 billing cycle.

Mr. Davis opened the discussion on Facebook pages for Saraland Water and Sewer. After some discussion the Board unanimously voted for Mr. Bell to proceed with the removal process for both pages.

New Business:

Mr. Davis opened the discussion on Norton Avenue bore into a 6” force main by AT & T. Mr. Hennis stated he is in the process of compiling information for an invoice to be sent to AT & T.

Mr. Davis opened the discussion on maintenance work order reports. Mr. Davis would like for Mr. Hennis to investigate why all of the sewer plant work orders are not being turned in for records. Mr. Hennis stated he will check into this.

Mr. Davis opened the discussion for the purchase of a utility trailer. Mr. Hennis would like permission to purchase a new utility trailer large enough to hold both our lawn mowers. The Board requested prices to review at the next meeting.

Mr. Davis opened the discussion on a slab for generator located Well #2. Mr. Hennis would like permission for the installation of a slab and roof for the existing 125 kw generator located Well #2 work to be performed by our personnel.

Mr. Davis opened the discussion on financial metrics tracking associated with a recent vehicle accident. Mr. Davis stated he will discuss this item with Mrs. Robinson.

Invoices for Ratification:

Water Invoices

Harris Electric, Inv# 2247, dated 3/18/19, in the amount of \$2,003.01, re: installation of 120 volt receptacles and wallpack Shelton Beach Rd Maintenance Shop.

Prichard, Dewberry & Hodges, P.C., Inv# 9307, dated 3/8/19, in the amount of \$11,000.00, re: Audit of the financial statements for the year ended September 30, 2018.

McCrorry & Williams, Inv#20199392, dated March 7, 2019, in the amount of \$1,518.00, re: clerical services.

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

Sewer Invoices

Greensouth Solutions, Inv#1602, dated February 28, 2019, in the amount of \$3,898.66, re: Sludge removal February, dumpster fee for 3 months, disposal fee (78.13 ton).

Sheppard Electric Motor SVC, Inv#27468, dated March 11, 2019, in the amount of \$22,000.00, re: new omega blower (Insurance Claim).

SIS, Inv#0047111-IN, dated March 12, 2019, in the amount of \$1,415.50, re: clean and vacuum sewer pipe and lift stations on Graham Street.

SIS, Inv#0047109-In, dated March 11, 2019, in the amount of \$2,160.23, re: vacuum up sewer and clean sewer lines on Norton Avenue, Lincoln and Williams Avenue.

SIS, Inv#0047118-IN, dated March 12, 2019, in the amount of \$1,024.11, re: clean and vacuum lift station First Avenue and wash down lift station at Sewer.

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

Report of Officers:

Mr. Davis reported a six month performance review and an annual review have been performed. Mr. Davis reported Mr. Dean did a wonderful job on the Sewer Tour presentation. Mr. Hennis reported two groups toured the Plant.

Utilities Director Report:

Mr. Hennis reported a gas leak between the meter and generator has been repaired at the Scott Drive Lift Station.
Water lines are currently being laid on Pierce Street.
There is a problem with the force main to be located at the new Popeye's Chicken on Shell Road.

Engineer's Report:

Ms. Hall nothing further to report.

Grant Petitioner Report:

Ms. Stallman nothing further to report.

Accounting Report:

Mr. BJ Gilbert not in attendance.

Attorney's Report:

Mr. Raymond Bell nothing further to report

Mr. Davis gave the floor to our Auditor Ms. Deborah Hodges. Ms. Hodges reported a mistake was discovered in the 2017-2018 Annual Audit. New Audit reports have been printed with an additional entry correcting the previous error.

Correspondence:

Letter from Debra Wright addressed to the Board.
Mobile County Action, Inc.

There being no further business to come before the Board; Mr. Haines made a motion to adjourn the meeting. Mr. Thronson seconded. Meeting adjourned at 6:15 P.M.

ATTEST:

RATIFIED AND APPROVED:
