

Regular Meeting

June 6, 2019

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:

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

Mr. Haines opened the meeting with prayer and asked that after the prayer a moment of silence for remembrance of D day.

Committee Reports:

Mr. Davis reported that since the last board meeting there have been sixty-two (62) Alabama 811 locates have been completed for water and sewer, in addition there have been twenty-one (21) work orders for water and one (1) work order for sewer that have been worked by the outside crews.

Mr. Mitchell reported that since the last Board Meeting the men have installed a new 2" service along with a 1" service. A 10" water main was repaired, and the men have continued to lay sewer lines up Celeste Road.

Mr. Haines reported that since the last meeting new brakes were installed on truck #37 and strut bushings were replaced on truck #33. The blower and fan were repaired on the aerator at Well #1.

Mr. Thronson reported that since the last meeting fifteen (15) applications for the Office Assistant I, has been received. Mr. Thronson also added that he has asked for future applicants and with these applicants the requirements state they must have computer literacy.

Old Business:

Mr. Robinson asked Mr. Bell of the update on Sec.25-49 Special Provisions for Subdivisions Saraland, AL Code of Ordinances. Mr. Bell informed the Board that it is at the state of presenting this in front of the City Council.

Mr. Robinson asked Mr. Hennis to inform the Board of the situation on the Treatment Plant Operator I. Mr. Hennis informed the Board that yes, a list was received from the Personnel Board, but it is an old list, the Personnel Board needs to update the list and send it to us.

Mr. Robinson ask Mr. Haines to report the adding the video on how to read and view the leak detector on the water meter to our website. Mr. Haines informed the Board that said video is on the Website.

Mr. Robinson asked Mr. Hennis to report to the Board and update the information he has on the SCADA system for the Sewer Plant. Mr. Hennis presented the proposal of remote monitoring of the treatment plant from Dataflow to the Board Members. After viewing the proposal, Mr. Davis made motion for Mr. Hennis to go forward on the installation of the SCADA system from Dataflow. Mr. Thronson second the motion. Motion passed.

Mr. Robinson ask Mr. Bell for an update on the unauthorized Saraland Water and Sewer Service payment site (doxo). Mr. Bell informed the Board that this payment site is a legitimate payment site and Saraland Water and Sewer Service cannot do anything about it until a time comes when we do not receive a payment a customer made from this site.

Mr. Robinson asked about Employees listed on the agenda. Mr. Hennis addressed the Board and stated this is still being worked on.

New Business:

Mr. Robinson asked Ms. Simmons from KCS CPA, Group, P.C., to address the Board. Ms. Simmons informed the Board that her company and her clients were given to Kalifeh Bedsole Adams, PC., and they are there to ask the Board to allow this new firm the chance to work for the Board. Ms. Simmons then introduced to the Board Mr. M. Adams from Kalife, Bedsole, Adams, PC. Mr. Adams informed the Board of the firm he works for and to allow him to give the Board what was paid for but did not receive from KCS CPA, Group these last few months. Mr Mitchell did informed Mr. Adams to submit a proposal of what his firm will do for the Board and the price. Mr. Adams stated that his goal is by the next Board meeting to have everything caught up.

Mr. Robinson asked for Mr. Davis to start the discussion on sewer lines in Hermitage. Mr. Davis informed the Board that he was approached by someone living in Hermitage and was asked to see what could be done in laying sewer lines in this subdivision. Mr. Davis had already talked to Mr. Hennis which then talked to Ms. Hall. Ms. Hall then informed the Board of her findings of what it would take to install sewer lines at this location. After further discussion the Board agreed more information is needed, Ms. Hall is to get a more detail proposal, along with Mr. Hennis gathering the number of how many residents are wanting to have sewer lines available for them to connect to.

Mr. Robinson started the discussion of the Board Attorney, Mr. Bell, and a raise. After further discussion Mr. Thronson made motion to increase Mr. Bell's monthly retainer by Four Hundred dollars (\$400.00). Mr. Davis seconded the motion. Motion passed.

Mr. Robinson asked Mr. Hennis to inform the Board of the subject of computer upgrade and training. Mr. Hennis informed the Board that he wants to upgrade the computers in the office and to allow the Office Staff get training on working with computers. After further discussion, the Board Members informed Mr. Hennis to communicate with Mrs. Hodges and see what all is needed.

Mr. Robinson asked Mr. Hennis about Irrigation Summer Meter Price. Mr. Hennis explained that last year, a reduce price on ¾" residential irrigation meter was offered, Mr. Hennis asked the Board if he may do the same this year. Mr. Davis made motion for the reduce price of a ¾" residential irrigation meter be offered to the customers the same as last year. Mr. Thronson seconded the motion. Motion passed.

INVOICES FOR RATIFICATION:

WATER: Consolidated Pipe & Supply, Inv#3593756, dated 5/28/2019, in the amount of \$3,092.60, re: replacement of supplies used for Azteca's line break. Data Flow Systems, Inc., Inv# 76440, dated 5/17/2019, in the amount of \$1,367.00, re: PFU replacement. Data Flow Systems, Inc., Inv# 76441, dated 5/17/2019, in the amount of \$1,411.62, re: DFS. Mr. Thronson made motion for the invoices to be pulled and paid. Mr. Davis seconded. Motion passed.

SEWER: Harris Electric, Inv# 2365, dated 6/4/2019, in the amount of \$2,584.28 re: Celina and Smoke Ave Lift Station issues. Jim House & Associates, Inc., Inv#11496, dated 5/15/2019, in the amount of \$3,777.00, re: submersible grinder pump (Twin Lakes II). Jim House & Associates, Inc., Inv#11513, dated 5/16/2019, in the amount of \$2,738.20, re: cutter wheel (2), cutter ring (2). Jim House & Associates, Inc., Inv#11572, dated 5/28/2019, in the amount of \$1,751.53, re: IMPELLER (2). McCrory & Williams, Inv#20189499, dated 5/23/ 2019, in the amount of \$2,800.00, re: receipt & review of ADEM notice for Saraland to complete the MWPP (Municipal Water Pollution Prevention Annual Report-2018). Sheppard Electric Motor SVC, Inv#27703, dated 5/1/2019, in the amount of \$22,108.70, re: replacement of new blower unit. Mr. Thronson made motion for the invoices to be pulled and paid. Mr. Haines seconded. Motion passed.

Report of Offices:

Mr. Robinson brought to the Boards of the discussion he had with Mr. Hennis on having another tank installed, he did add that this is in the maintenance plan.

Mr. Hennis informed the Board that the Air Valve (16" valve) is bad at the Treatment Plant and needs to be replaced. Mr. Hennis did inform the Board he does have one on the way and will be here on Monday. Mr. Hennis added that this installment must be done late at night because of what it all entails.

Mr. Bell expressed his gratitude.

Ms. Stallman informed the Board that they did get the generator for the dialysis center. Ms. Stallman also informed the Board that the paperwork has been submitted for the comprehensive sanitary sewer capacity study.

Correspondence:

WWTP Board Report 5/16-5/29/2019

Ltr from The City of Saraland, Mr. Black Building Department, re: Saraland Water and Sewer Board Sanitary Sewer Capacity Project.

Ltr from The Personnel Board to Mr. H. O'Neil Robinson, Re: Office Assistant I.

Copy of the letter sent to Azteca's Saraland, re: the water line and irrigation line at their location.

May 2019 Training Summary Report from James Dean, Sewer Consultant.

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

ATTEST:

RATIFIED AND APPROVED:
