

**Regular Meeting
July 18, 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 Saraland Water Service meeting room with the following Board members present:

Present

Absent

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

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

Mr. Haines opened the meeting with a prayer.

Committee Reports

Mr. Haines reported since the last Board Meeting the Vermeer trailer is being painted.

Mr. Davis reported since the last Board Meeting there have been 108 Alabama 811 locates worked for water and sewer. 39 water work orders and 6 work orders for sewer were completed.

Mr. Mitchell reported since the last Board Meeting there has been two 2" water lines repaired. A 2" and a 1" water tap has been installed. The sewer lines were installed at the new Popeyes.

Old Business:

Mr. Robinson opened the discussion on a Special Merit increase for Adrian Parker, Lift Station Mechanic. Mr. Thronson made a motion to approve a 10% Special Merit increase for Adrian Parker, Lift Station Mechanic. Mr. Davis seconded. Motion carried.

Mr. Robinson opened the discussion on Sec, 25-49 Special provisions for subdivisions Saraland, Al Code of Ordinances. Mr. Bell has spoke with the City of Saraland attorney, Mr. Andy Ruten, his reply is this shouldn't be a problem and his recommendation to the City Council will be to approve the changes.

Mr. Robinson opened the discussion on sewer lines in Hermitage Subdivision. Ms. Hall stated the survey is about 80% complete on the feasibility report.

Mr. Robinson opened the discussion on Kalifeh Bedsole Adams, PC – Services Proposal. Mr. Thronson made a motion to accept Kalifeh Bedsole Adams, PC Proposal. Mr. Mitchell seconded. Motion carried.

Mr. Robinson opened the discussion on BC/BS premium decrease, Ratification of phone poll on June 21, 2019. Motion by Mr. Davis to ratify phone poll to give the premium decrease to the Saraland Water & Sewer Employees. Mr. Thronson seconded. Motion carried.

New Business:

Mr. Robinson suspended regular order of business to allow Mr. Dennis Cox to address the board. Mr. Cox stated he is requesting an adjustment to his water bill due to an increased water bill. Mr. Cox stated there hasn't been a leak at his residence and prior to this bill his monthly amount was \$75.00 to \$80.00. Mr. Hennis reported the meter was pulled and tested at our shop and was found to be accurate. Mr. Mitchell asked Mr. Cox if a plumber has checked his plumbing. Mr. Cox stated the leak detector isn't turning therefore he doesn't feel like hiring a plumber is necessary and would be a waste of money. Mr. Mitchell asked Mr. Cox if the Board has a third-party tester test the meter would that satisfy him? Mr. Cox replied if that's what I must accept yes, but am I going to be happy no. Mr. Mitchell stated the Water Departments responsibility stops at the meter. Mr. Robinson thanked Mr. Cox for attending the meeting and stated the Board will discuss the situation and will contact Mr. Cox with their decision. After some discussion the Board decided they will have the meter sent to a third-party testing company and will notify Mr. Cox of the results.

Mr. Robinson opened the discussion on the P & L statement. Matthew Adams, CPA stated the goal is to have the P & L statements available prior to the meetings to allow the Board Members time to review them prior to the meeting. A copy of the Water P & L statement is in each Board Member's file.

Mr. Robinson opened the discussion on bids for replacing lights at the Sewer Plant. The specifications are to remove and replace 21 lights with 11 LED, remove and replace the conduit and raceways. Quotes will use PVC instead of aluminum and will add one additional light for the Driveway area. Ms. Hall reported three bids have been received as follows: Harris Electric bid \$9,210.00, A & B Electric bid \$11,426.00 and Harris Contracting bid \$26,191.00. Mr. Mitchell made a motion to accept the lowest bid that meets the specifications. Mr. Thronson seconded. Motion carried.

Mr. Robinson opened the discussion on New Commercial/Residential Water and Sewer Taps. Tabled.

Mr. Robinson opened the discussion on Inspection of Commercial Water Tap Connections. Tabled.

Mr. Robinson opened the discussion on Resolution 2017-2. Tabled.

Invoices for Ratification:

Water Invoices

Central Pipe Supply, Inv#S100181822.001, dated June 20, 2019, in the amount of \$5,843.77, re: (3) 2” badger meters, (3) 2” bronze meter flange set, (4) 1” badger meters, (8) 1” bronze meter couplings and (7) badger orion SE endpoint w/8 encoder protocol.

Pace Analytical, Inv#1920283940 dated June 25, 2019, in the amount of \$2,581.00, re: SOC.

Pace Analytical, Inv#9015 dated June 25, 2019, in the amount of \$1,382.00, re: Annual IOC.

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

Sewer Invoice

Hill Manufacturing Company, Inv#24594-490, dated June 24, 2019, in the amount of \$1,566.44 re: (55) 55-gallon sure solv II-floating.

McCrorry & Williams, Inv#20199561, dated July 16, 2019, in the amount of \$2,100.00, re: WWTP Operations Assessment and Training Sewer.

Precision Industrial Machine Inc., Inv#15811, dated June 14, 2019, in the amount of \$1,436.00, re: repair of (3) check valves and (1) shaft.

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

Report of Officers:

Mr. Davis reported the Safety Meeting will be held tomorrow @ 11:15 a.m.

Utilities Director Report:

Mr. Hennis reported they are almost through with the Sewer project up Celeste Road. All that remains is cleanup work.

Northpointe Apartments was sent a letter to make repairs to the sewer manhole located on the property. They have completed the repairs.

Mr. Hennis has received a start-up date from Data Flow, within the next few months, of the completion of SCADA remote monitoring for the Sewer Plant.

Mr. Hennis met with the developer of the Publix Shopping Center today about additional projects in the future.

Mr. Hennis would like permission from the Board to request a list of eligible candidates for Treatment Plant Operator Trainee. Mr. Thronson made a motion for Mrs. Robinson to requisition a list of eligible applicants for the Treatment Plant Operator Trainee. Mr. Davis seconded. Motion carried.

Engineer's Report:

Ms. Hall reported nothing further to report.

Grant Petitioner Report:

Ms. Stallman presented each Board Member a copy of a map of Shelton Beach Estates Project for Sewer, the green area is the approval area for the CDBG grant. A household income survey is required for each homeowner in this area. The grant qualification requirement is that a minimum of 51% of the households be in the lower income bracket.

Accounting Report:

Nothing further to report.

Attorney's Report:

Mr. Bell is checking on the zoning for Shell Drive.

Correspondence:

The Personnel Board for Mobile County, Alabama, notice of public hearing: Rule 3.13, Reinstatement following Resignation amended on June 18, 2019.

The Personnel Board for Mobile County, Alabama, notice of public hearing: Rule 3:11(II) 2, Donation of annual leave and/or sick leave to fellow employees amended on June 18, 2019.

The Personnel Board for Mobile County, Alabama, notice of public hearing: Rule 3.4(C) annual leave, amended on June 18, 2019.

The Personnel Board for Mobile County, Alabama, Possible Bonus Notification approved on July 2, 2019.

Sewer Training report summary June 2019.

Invitation to join the Saraland Mardi Gras Krewe of Sparta.

Well Source Data Report – June 2019.

There being no further business to come before the Board; Mr. Davis made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 7:22 P.M.

ATTEST:

RATIFIED AND APPROVED:
