

**Regular Meeting  
August 15, 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. Davis opened the meeting with a prayer.

**Committee Reports**

Mr. Haines reported since the last Board Meeting all chlorine regulators at the Wells have been rebuilt. The screens are being cleaned at Well #1. The Kabota tractor has been serviced. A concrete slab has been poured at Well #2 for the generator.

Mr. Davis reported since the last Board Meeting there have been 110 Alabama 811 locates worked for water and sewer. 74 water work orders and 13 work orders for sewer were completed.

Mr. Mitchell reported since the last Board Meeting there has been a 2" water line on Cherry Drive, an 8" water line on Delisa Drive, and a 2" water line on Bemis Street that has been repaired. A 3/4" water line was replaced on Harriet Street. A 1 1/2" service for the Splash Pad was installed.

**Old Business:**

Mr. Robinson opened the discussion on Sec, 25-49 Special provisions for subdivisions Saraland, Al Code of Ordinances. Waiting on a response from the City of Saraland.

Mr. Robinson opened the discussion on sewer lines in Hermitage Subdivision. Ms. Hall reported the survey has been completed. Ms. Hall gave each Board Member a rendering of the proposed project for review. Ms. Hall went over three options available at a projected cost of approximately 1.86 million. Mr. Mitchell stated during the Hermitage semi-annual

meeting of the HOA, the residents did not want to incur any of the cost involved to get public sewer. Mr. Mitchell suggested dropping the project. Mr. Davis would like to have a public meeting with the residents. After some discussion the Board decided to leave this item on the agenda and to research additional solutions.

Mr. Robinson opened the discussion on New/ Commercial/Residential Water and Sewer Taps, Inspection of Commercial Water Tap Connections, and Resolution 2017-2. Mr. Bell would like permission to create policies on items one and two and to update the Resolution 2017-2. Mr. Haines made a motion to allow creation and updating of the items listed. Mr. Thronson seconded. Motion carried.

### **New Business:**

Mr. Robinson opened the discussion on the P & L statement. Mr. Adams provided and reviewed the Water P & L Statement with the Board Members.

Mr. Robinson opened the discussion on vacation and sick time payout. After some discussion the Board granted permission for Mrs. Robinson to create a plan and present this at the next Board Meeting.

Mr. Robinson opened the discussion on proposed 2019-2020 Holiday Schedule. The schedule is the same in number and occasion. Mr. Thronson made a motion to accept the schedule as presented. Mr. Davis seconded. Motion carried.

Mr. Robinson opened the discussion on the renewal of the Grant Management Contract. Mr. Mitchell made a motion to renew the Grant Management Contract. Mr. Davis seconded. Motion carried.

Mr. Robinson opened the discussion on the deed to Shell Street Property. Mr. Bell reported after his discussion with Mr. Andy Ruten, research is being done pertaining to restrictions on the property.

Mr. Robinson opened the discussion on the Woodlands. Mr. Hennis has asked Cara our Engineer to have her crew inspect the sewer in the new edition. Mr. Hennis stated there will be 30 or 40 new homes.

Mr. Robinson opened the discussion on the roof located at the Sewer Pavilion. Ms. Hall received five bids to replace the roof. The three comparable bids are as follows: American Roofing bid \$6,289.00, Mobile Roofing \$6,500.00, and Chemco bid \$10,900.00. Mr. Mitchell made a motion to accept the lowest qualified bidder that meets the specifications. Mr. Thronson seconded. Motion carried.

Mr. Robinson opened the discussion on the roof on the Sewer Plant Office/Lab. Mr. Hennis reported at this time he has only received one price. Several contractors came out to inspect the roof. Mr. Hennis will report at the next meeting.

Mr. Robinson opened the discussion on air conditioner at the Meeting Room Building. Mr. Hennis has two prices, he will get a third price for the Board to review at the next meeting.

Mr. Robinson opened the discussion on Water and Sewer rates. After some discussion there will be no rate increase on Sewer at this time, and the standing 2% increase on Water will be effective on the October 1, 2019 billing cycle. No additional action required.

Mr. Robinson opened the discussion on sewer by-pass pumps. Mr. Hennis reported four by-pass pumps went out, of them two were under warranty. Mr. Hennis would like permission to get prices. After some discussion the Board granted permission for Mr. Hennis to get prices.

### **Invoices for Ratification:**

#### **Water Invoices**

Badger Meter, Inv #80035827, dated 7/31/19, in the amount of \$5,580.00, re: 6-month Read Center Analytics and 12-month Orion Reading System.

Consolidated Pipe & Supply Co. Inc, Inv#3594618-000-000, dated 7/3/19, in the amount of \$1,281.60, re: 1 K copper tubing coil 60 60 and ¾ k copper tubing coil 60 60.

Consolidated Pipe & Supply Co. Inc., Inv#3595305-000-000, dated 8/5/19, in the amount of \$1,500.00, re: Fire Hydrant behind City of Saraland.

The Personnel Board for Mobile County, Alabama, Inv#10945, dated 7/17/19, in the amount of \$2,717.53.

T. Batchelor and Son Inc., Invoice #307SH, dated 7/29/19, in the amount of \$2,450.65, re: Install auxiliary drain pan with 1-year warranty.

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

#### **Sewer Invoice**

Chapman Masonry, Inv#0004, dated 8/1/19, in the amount of \$2,150.00, re: repair driveway located 9380 Celeste Road (Sewer Line Extension).

McCrorry & Williams, Inv#20199579, dated 7/19/19, in the amount of \$2,400.00, re: Engineering Services General.

SIS, Inv#0055221-IN, dated 7/26/19, in the amount of \$2,017.13, re: clean & vacuum lift station & siphon in various locations.

Team-Mobile, Inv#1409IN012101, dated 7/9/19, in the amount of \$2,986.55, re: 16” butterfly valve changed, machine work in front of the Kyser Blower.

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

**Report of Officers:**

Mr. Mitchell reported there are some CD’s maturing and they will be replaced with Jumbo CD’s with longer terms.

Mr. Davis reported the Monthly Safety Meeting will be held tomorrow @ 11:15 a.m., in addition some Employee Performance Reviews will be completed.

**Utilities Director Report:**

Mr. Hennis reported the list for the Treatment Plant Operator Trainee has been received from the Personnel Board. The interviews are currently being set.

Mr. Hennis has received the Data Flow schedule on the SCADA/ADEM remote monitoring installation at the Sewer Plant.

**Engineer’s Report:**

Ms. Hall nothing further to report.

**Grant Petitioner Report:**

Mrs. Stallman gave an update on the Surveys for Shelton Beach Estates Sewer Project have been delivered and 15 of the 26 have been received as of Tuesday.

**Accounting Report:**

Mr. Adams nothing further to report.

**Attorney’s Report:**

Mr. Bell updated the Board on something that is happening statewide. About a month or so ago the Birmingham Airport Authority asked the Ethics Commission several questions. The Ethics Commission rendered an opinion and it had various answers to lots of the questions. The one most impactful to the Board is that certain employees and certain public officials of Public Entities that are considered self-generating to now be under the

jurisdiction of the Ethics Commission. What this means or could possibly mean is are there certain employees or Board Members who will be required to file a statement. Mr. Bell will continue to update the Board as information is available.

**Correspondence:**

SLC Meter, LLC meter accuracy report dated 7/25/19.

The Personnel Board for Mobile County, Alabama, adoption of Policy #170 for the Public Certification Incentive Pay Policy – City of Chickasaw Police Officer and Firefighter Personnel.

The Personnel Board for Mobile County, Alabama, Approval of one-step (2.5%) merit increase, effective July 27, 2019.

Sewer Training report summary July 2019.  
WWTP Board Report 7/18/19 to 8/8/19.

Well Source Data Report – July 2019.

There being no further business to come before the Board; Mr. Mitchell made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 7:00 P.M.

ATTEST:

RATIFIED AND APPROVED:

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