

**Regular Meeting
September 19, 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. Ron Mitchell
Mr. Scooter Thronson

Absent

Mr. Jackie Haines
Mr. O’Neil Robinson

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. Thronson opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last Board Meeting there have been 30 Alabama 811 locates worked for water and sewer. 8 water work orders and 1 work order for sewer was completed.

Mr. Mitchell reported since the last Board Meeting there has been a sewer line on Simms Drive repaired. The new lime pump has been installed and 200 yards of fill dirt has been removed from Well #3. The new parking bumpers have been painted and are ready to be installed in the new maintenance building. Truck #33 has been fully serviced.

Old Business:

Mr. Davis introduced Mr. Cox to address the Board. Mr. Cox acknowledged receipt of the letter from our attorney in addition Mr. Cox requested a copy of the third-party testing results and the contact information on the manufacturer of our meters. The Board agreed to furnish the information requested. Mr. Cox provided his email address to receive the manufacturer’s information.

Mr. Davis opened the discussion on New/ Commercial/Residential Water and Sewer Taps and Inspection of Commercial Water Tap Connections. Mr. Bell provided the Board with a copy of a draft of the new policies. The Board requested a final formalization to be presented for review at the next meeting.

New Business:

Mr. Davis opened the discussion on the P & L statement. The CPA wasn't in attendance due to inclement weather conditions.

Mr. Davis informed the Board Mr. Dalton Smith has provided his resignation letter for the Board's Approval. Mr. Thronson made a motion to accept Mr. Smith's resignation letter in good standing. Mr. Mitchell seconded. Motion carried.

Invoices for Ratification:

Sewer Invoices

Gulf Coast Underground LLC, Inv#19DJ2538, dated 9/7/19, in the amount of \$2,274.00, re: lining manhole at the end of Frances Street.

Harris Electric, Inv#2489, dated 9/6/19, in the amount of \$9,210.77, re: Head Works Platform @ Sewer Plant. (Quote Also Attached).

McCrary & Williams, Inv#20199579, dated 9/12/19, in the amount of \$1,700.00, re: Engineering Services General.

Sheppard Electric Motor SVC, Inv#28286, dated 9/10/19, in the amount of \$1,113.00, re: Transducer @ Edgefield Lift Station.

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

Report of Officers:

Mr. Mitchell reported he has talked with Mr. Mike Black, City Inspector, about payments not being received for sewer tap and cap fees on new residential construction. Mr. Black stated there is a check list before providing the Certificate of Occupancy to homeowners and this item can be added to the list. Mr. Mitchell instructed Mr. Hennis to get with Mr. Black in reference to this item.

Mr. Mitchell has scheduled a meeting with Mayor Rubenstein next week.

Utilities Director Report:

Mr. Hennis has received two of the three prices for CIPP for Frances Street.

Mr. Hennis is still gathering prices for the purchase of sewer by-pass pumps.

Mr. Hennis has discussed CDL licenses with the employees.

A Purchase Order has been issued for installation of the roof at the Sewer Lab.

Engineer's Report:

Ms. Hall nothing further to report.

Grant Petitioner Report:

Mrs. Stallman nothing further to report.

Accounting Report:

Mr. Adams not in attendance.

Attorney’s Report:

Mr. Bell has been in contact with Mrs. Robinson in reference to the Employee Policy updates.

Correspondence:

The Personnel Board for Mobile County, Alabama, 2019-2020 Fiscal Year Holiday Schedule.

Notice in Call News on 2% water rate increase effective October 1, 2019 billing.

Well Source Data Report – August 2019.

There being no further business to come before the Board; Mr. Mitchell made a motion to adjourn the meeting. Mr. Thronson seconded. Meeting adjourned at 6:10 P.M.

ATTEST:

RATIFIED AND APPROVED:
