

Regular Meeting
November 7, 2019

Chairman Mr. Mitchell 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. Ron Mitchell
Mr. James Davis
Mr. Scooter Thronson
Mr. Jackie Haines
Mr. H. O'Neil Robinson

Absent:

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

Mr. Robinson opened the meeting with prayer.

Committee Reports:

Mr. Robinson reported that since the last board meeting there has been (2) 6" water mains, (2) ¾" meter mains and 2" lines, also there is a new committee on the restore act, Mr. Robinson has the list and he plans to introduce himself to this new committee.

Mr. Davis reported that since the last board meeting there have been sixty-six (66) 811 locates worked for water and sewer, along with twenty (20) work orders for water and one (1) work order for sewer.

Mr. Thronson informed the Board of the Budget meeting that took place since the last meeting.

Mr. Haines reported that since the last board meeting the men are currently cleaning the screens at Well #1. Mr. Haines also reported of the replacement of the brakes on truck #35.

Old Business:

Mr. Mitchell asked Mrs. Robinson for an update on the Employee Policies and Procedures. Mrs. Robinson informed the Board that just today (Board Meeting day) did she receive an email from a Board Member with suggested changes to the policy, with this occurring just earlier in the day, Mrs. Robinson printed off the copies of the email for the Members to take home and look over these suggested changes, if the Board approves these changes, a copy for the Members to sign can be present at next meeting. Mrs. Robinson added that she has not receive any suggestion on the changing of Resolution 96-6-1, therefore this item is ready for signatures. Mrs. Robinson also mentioned, along with the drug abuse policy, she will submit to the Board two (2) more policies in rough draft to the Board.

Mr. Mitchell asked Mr. Hennis to inform the Board the need of replacing the Lime Feeder at Well #3, after further discussion Mr. Davis made motion for Mr. Hennis to purchase and replace the Lime Feeder at Well #3, Mr. Haines second the motion, Motion passed.

New Business:

Mr. Mitchell asked Mrs. Robinson to discuss with the Board the Regions Commercial Loans. At the Budget Meeting with Mr. Adams, CPA, Mrs. Robinson along with Mr. Thronson discussed with Mr. Adams about the benefits of paying off these commercial loans, after further discussion, Mr. Thronson made motion for Mrs. Robinson to pay off the Water Commercial Loan with a maturing CD, Mr. Robinson second the motion, Motion passed. Mr. Thronson made motion for Mrs. Robinson to pay off the Sewer Commercial Loan out of the funds received from the City of Saraland, Mr. Davis second, Motion passed.

Mr. Mitchell started the discussion of the Kushla Sewer Fees (Cherry Hill), after further discussion, Mr. Bell was asked by the Board to draw up a contract with Kushla to charge sewer for Cherry Hill, (i.e. the contract we have with Turnerville).

Mr. Mitchell asked Mr. Hennis to start the discussion of the water line on Highway 43 @ Sawmill Road. Mr. Hennis informed the Board of this water line condition and the need of replacing. After further discussion, Mr. Davis made motion for Ms. Hall to draw up the specifications for this project to be bided out for replacing, Mr. Thronson second the motion, Motion passed.

Mr. Mitchell asked Mr. Hennis to give more information on Well #1. Mr. Hennis gave further information of what is needed for Well #1 and informed the Board he will bring details (cost) back at next meeting.

Mr. Mitchell started the discussion of American Tank, cleaning of reservoir. Mr. Hennis stated to the Board that he would like for Well #1 to be back online, and then get American Tank out to start on the maintenance.

Mr. Mitchell started the discussion of a 2 ½% merit increase for two of the employees, Mr. Ard, Grade 10 Step O and Ms. Graham, Grade 10 Step M. Mr. Thronson made motion to grant a 2 ½% merit increase to Mr. Ard, Mr. Davis second the motion, Motion passed. Mr. Thronson made motion to grant Ms. Graham a 2 ½% merit increase, Mr. Davis second the motion, Motion passed.

Mr. Mitchell began the subject of Smoke Testing, Mr. Robinson asked Mr. Hennis when this project is going to resume. Mr. Hennis did say this project will resume soon, after the Holidays.

Mr. Mitchell started the discussion of Training Sessions, Mr. Robinson discussed with the Board and Mr. Hennis the need of giving training to the outside Employees on our big equipment, (as in the excavator), and to get their CDLs. Mr. Robinson then asked Mr. Hennis about next item on the agenda of the Telegraph Lift Station, Mr. Hennis informed the Board of electrical problems at this lift station and since this incident, replacement of the transducer and the controllers have been replaced.

INVOICES FOR RATIFICATION:

WATER: Central Pipe, inv# S100196014.001, dated 10/11/2019, in the amount of \$2,360.18, re: 2" Meter for stock/laundry mat. McCrory Williams, inv#20199710, dated 10/29/2019, in the amount of \$1,100.00, re: DeDhazo Crane. The Personnel Board for Mobile County, inv#10965, dated 10/28/2019, in the amount of \$1,330.33, re: 2019-2020 first quarter expense. Mr. Thronson motion to pull the invoices and pay. Mr. Robinson seconded. Motion passed.

SEWER: Jim House & Associates, Inc., inv#12619, dated 10/14/2019, in the amount of \$2,089.00, re: pump repair at Weatherby Lift Station. McCrory Williams, inv#20199703, dated 10/21/2019, in the amount of \$6,630.00, re: Woodlands phase 3. McCrory Williams, inv#20199709, dated 10/29/2019, in the amount of \$1,100.00, re: DeDhazo Crane. Regions Corporate Trust Operations, inv#74388, dated 10/30/2019, in the amount of \$3,000.00, re: trustee, paying agent, registrar, custodial or escrow agent fees. Mr. Haines made motion for the invoices to be pulled and paid. Mr. Thronson seconded. Motion passed.

Report of Offices:

Mr. Hennis gave an update of previous mention of the lid at Lift Station around Popeyes. Mr. Hennis then asked the Board permission to purchase a lid (concrete top) for said Lift Station. Mr. Davis made motion for Mr. Hennis to purchase and replace the concrete top at said Lift Station. Mr. Haines seconded the motion. Motion passed. Mr. Hennis then reported on having some problems with the centrifuge and getting it looked at and will bring that information to the next Board Meeting. Mr. Hennis also made mention of the Caterpillar was serviced (regular maintenance).

Mr. Bell reported about the AT&T claim, the conclusion is that AT&T is not going to cover the claim, the next step will be to talk to the Subcontractor.

Ms. Hall discussed the rough draft letter to residents in Hermitage Subdivision.

Correspondence:

Ltr from The Personnel Board for Mobile County dated 10/16/2019 re: RULE 1.2, DEFINITIONS-NOTICE OF PUBLIC HEARING.

Ltr from The Personnel Board for Mobile County dated 10/16/2019 re: RULE 3.12, RESIGNATION.

Ltr from The Personnel Board for Mobile County dated 10/23/2019 re: approval of 2.5 % merit increase for attached list.

Copy of Email sent to Mr. Black dated 10/18/2019 re: help on getting fees on Sewer Taps and Cap Fees.

Copy of Email sent to Mr. Silver re: sewer billing rates for Cherry Hill Subdivision.

There being no further business to come before the Board, Motion made by Mr. Davis to adjourn.
Motion seconded by Mr. Haines. Meeting adjourned at 6:41 P.M.

ATTEST:

RATIFIED AND APPROVED:
