

**Regular Meeting
January 16, 2020**

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 Saraland Water Service meeting room with the following Board members present:

Present

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

Absent

Mr. Raymond Bell of Maynard, Cooper & Gale Law Firm was present. Ms. Carah Hall of McCrory & Williams was not present. Ms. Cara Stallman our grant petitioner was present.

Mr. Thronson opened the meeting with a prayer.

Committee Reports:

Mr. Mitchell reported that a long time Board Member has passed away at 92, Mr. L. B. Wright. Mr. Wright served on the Saraland Water Board for 20 plus years.

Mr. Thronson reported since the last meeting the office is using the fingerprint time clocks. The payroll is now on Quick Books. Mrs. McDuffie has attended a two-day class for Excel Basics and Excel Beyond the Basics.

Old Business:

Mr. Mitchell opened the discussion on New/ Commercial/Residential Water and Sewer Taps and Inspection of Commercial Water Tap Connections. Tabled to allow addition of item #10.

Mr. Mitchell opened the discussion on Kushla Sewer Billing and Collections Contract (Cherry Hill). Mr. Bell presented the contract to the Board for review. Mr. Thronson made a motion to approve the contract as presented. Mr. Davis seconded. Motion carried.

Mr. Mitchell opened the discussion on repairs to Well #1. Mr. Hennis reported Well #1 has been cleaned and videoed. A report was furnished for the items in need of repair or replacement also including an estimate of repair. Mr. Hennis requests declaring this an emergency repair in order to allow for adequate fire protection throughout the City of Saraland. Mr. Thronson made a motion to accept the estimate contingent on confirmation of

emergency need by the Fire Chief of the City of Saraland. Mr. Davis seconded. Motion carried.

Mr. Mitchell opened the discussion on a water line located Highway 43 @ Sawmill Road. Board Engineer Ms. Hall reported a letter has been sent to the Bond Company to add this project to the Bond List. The ALDOT permit application is ready once a response is received. Mrs. Robinson reported no response has been received to date.

Mr. Mitchell opened the discussion on the extension of new sewer lines on Celeste Road. After some discussion the Board decided to charge the prevailing tap and cap fee to each customer that wishes to tie onto the available sewer service line. All residences and/or businesses with access to the Saraland Sewer line will pay a sewer availability fee, which will be charged at the prevailing sewer rates, the availability fee will be charged whether they are tied onto the sewer system or not. Mr. Thronson made a motion to adopt. Mr. Davis seconded. Motion carried.

New Business:

Mr. Mitchell welcomed Betsy Collins, Samuel Cunningham, and Mitch Mace of Aaron Oil. Mr. Mitchell reported that the meeting held last week with the Aaron Oil representatives was positive. Mr. Mitchell expressed to them they are a valued customer and Saraland Water & Sewer wishes to accommodate them if they follow our rules.

Mr. Mitchell asked who will address the Board? Betsy Collins approached the podium. Ms. Collins expressed concern over a bill received December in the amount of \$5704.79, also a bill that will be mailed for an additional shortage amount billed for the past 24-month period. The second issue was ADEM was notified that Saraland Water & Sewer Board will no longer accept storm water from Aaron Oil. Ms. Collins explained how the plant operates including all the precautions taken to meet ADEM regulations. During the meeting held earlier last week concerns were expressed on how the flow is received from Aaron Oil to the Sewer System. Aaron Oil would consider changing how the storm water is sent to the Sewer System to solve all concerns. Aaron Oil would like for the Board to send a revised letter to ADEM to allow discharging of storm water to the Saraland WWTP. Motion by Mr. Thronson to authorize a revised letter be sent to ADEM to approve acceptance of storm water along with periodic testing. Mr. Haines seconded. Motion carried.

Mr. Mitchell stated there will be no P & L tonight.

Mr. Mitchell opened the discussion on Well 2 survey results. Mr. Hennis spoke with the property owner adjacent to Well #2, the customer doesn't want Saraland Water & Sewer personnel using his driveway. A certified letter will be sent to the customer in response to this complaint.

Mr. Mitchell opened the discussion on a Cost of Living increase. Mr. Robinson reported the last Cost of Living increase was 2018. Mr. Robinson would like to entertain a Cost of Living Increase. Mr. Mitchell asked Mrs. Robinson to do a pay rate comparison with the City of

Saraland and MAWSS on comparable positions to be presented at the next meeting Board Meeting.

Mr. Mitchell opened the discussion on Promotional Positions for the office. Mrs. Robinson requested permission to open requisitions to fill the open Office Assistant III position and later the Office Assistant II position. Mr. Hanes made a motion to grant permission to open both positions as requested. Mr. Thronson seconded. Motion carried.

Mr. Mitchell opened the discussion on the ordering of bill stock. Mrs. McDuffie requested permission to purchase bill stock for our monthly billing. Mr. Thronson made a motion to authorize the order of bill stock. Mr. Davis seconded. Motion carried.

Mr. Mitchell opened the discussion on 2020 CDBG application – Phase 2 CIPP Shelton Beach Estates. Mrs. Stallman our Grant Petitioner gave each Board Member a map and the application for approval. A resolution is required. The application deadline is January 22, 2020. This is a 50/50 cost share Grant. Mr. Davis made a motion to adopt Resolution #2020 - 1. Mr. Thronson seconded. Motion carried.

Mr. Mitchell opened the discussion on 2020 GOMESA project suggestions. Mrs. Stallman would like to submit application for this grant to be submitted by February 14, 2020.

Invoices for Ratification:

Sewer Invoice:

Allen Southern Electric Motor Service, Inc., Invoice #168078, dated 12/19/2019, in the amount of \$1,162.92, re: 7 ½ HP motor for Delisa Lift Station.

Mr. Thronson made a motion to pay the invoice as listed. Mr. Haines seconded. Motion carried.

Report of Officers:

Mr. Davis reported the outside crews annual and semi-annual performance reviews have been completed.

Utilities Director Report:

Mr. Hennis will be getting prices for a roof for the Telegraph Road Lift Station. Work is being performed on a couple of Lift Stations. The list has been sent to the SCADA company for repairs.

Engineer's Report:

Ms. Hall nothing further to report.

Grant Petitioner Report:

Mrs. Stallman nothing further to report.

Accounting Report:

No Report.

Attorney's Report:

Mr. Bell nothing additional to report.

Correspondence:

Well Source Data Report December 2019

Ltr from Aaron Oil to Ron Mitchell, Chairman, dtd 1/10/2020

There being no further business to come before the Board; Mr. Thronson made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 7:11 P.M.

ATTEST:

RATIFIED AND APPROVED:
