

**Regular Meeting
July 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

Absent

Mr. O’Neil Robinson
Mr. Scooter Thronson

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

Mr. Haines opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last meeting there have been 89 Alabama 811 locates worked for water and sewer. 28 work orders for water and sewer have been completed.

Mr. Haines reported since the last meeting the two new trucks that were ordered are ready for pick up.

Old Business:

Mr. Mitchell opened the discussion on the implementation of the Kiosk. Mr. Mitchell updated the Board on the current progress. Mr. Andy Ruten’s City Attorney is working out the liability details of the contract with City Base.

Mr. Mitchell opened the discussion Shelton Beach Estates Sewer Improvement CDBG Project SAR-Pw-19-001. Mrs. Stallman our grant petitioner reported bids were opened on June 25, 2020 and the bids came in low. Mrs. Stallman reported for Mrs. Hall, that right now the bid is set up for the liner to go down the main line and extend 5’ not to the edge of the right of way. Mrs. Hall recommends awarding the bid to Gulf Coast Underground LLC the lowest qualified bidder at a bid of \$154,443.00. Mr. Davis made a motion to award the Contract to Gulf Coast Underground LLC. Mr. Haines seconded. Motion passed.

New Business:

Mr. Mitchell opened the discussion on the P & L statement. Mrs. Leeann May of Avizo Accounting firm presented a copy of the P & L statements beginning October 2019 thru April 2020 for water and sewer. Mrs. May stated they still are learning our system at this point.

Mr. Mitchell opened the discussion on a procedure for sewer adjustments for customers filling a pool. Mr. Haines made a motion to accept the Pool sewer adjustment procedure as presented. Mr. Davis seconded. The final draft will be placed on our website.

Mr. Mitchell opened the discussion on Saraland Area Chamber of Commerce membership. Mr. Davis made a motion to renew the membership. Mr. Haines seconded. Motion passed.

Invoices for Ratification:

Water Invoices:

Aqua Products Inc., Invoice #20200909, dtd 6/24/2020, in the amount of \$2,005.61. re: Well #1 (Bond Issue Project).

Consolidated Pipe & Supply Co., Invoice #3504676-000-000, dtd 7/8/2020, in the amount of \$1,072.00, re: AC waterline

Layne Christensen Company, Invoice #1822836, dtd 6/25/2020, in the amount of \$74,510.00, re: Well #4.

McCrorry & Williams, Invoice #20200120, dtd 6/30/2020, in the amount of \$8,072.50, re: Existing Project Site Field Survey and Utility Located (Bond Issue Project).

McCrorry & Williams, Contractor Request for Payment #1, dtd. 6/30/2020, in the amount of \$58,656.98, re: Highway 43 Waterline Replacement – Highway 158 to Sawmill Road Project No. S7510-2073 (Bond Issue Project).

Saraland Area Chamber of Commerce, Invoice #1008, dtd 7/1/2020, in the amount of \$210.00, re: July 2020- June 2021 membership renewal.

Mr. Haines made a motion to pool and pay the invoices apart from the invoice from Layne Christensen Company. Mr. Davis seconded. Motion passed.

Sewer Invoices:

McCrorry & Williams, Invoice #20200119, dtd 6/30/2020, in the amount of \$3,847.50, re: Project S7510-2074 CDBG #SAR-PW-19-001.

Pace Analytical, Invoice #2020326483, dtd 7/13/2020, in the amount of \$3,432.26, re: CCR report.

SIS, Invoice #0079785-IN, dtd 6/5/2020, in the amount of \$1,033.18, re: Holcombe /Bayou Sara Avenue Video of 4' of 8" locating laterals.

SIS, Invoice #0080491-IN, dtd 6/17/2020, in the amount of \$1,110.75, re: Fairfield Inn cleaned lift station.

SIS, Invoice #0080500-IN, dtd 6/17/2020, in the amount of \$1,392.10, re: Fairfield Inn clean 4" lines. (daytime).

SIS, Invoice #0080504-IN, dtd 6/17/2020, in the amount of \$1,902.46, re: Fairfield Inn (nighttime).

SIS, Invoice #0080711-IN, dtd 6/19/2020, in the amount of \$2,989.15, re: cleanout 3 Lift Stations and EQ tank.

Mr. Haines made a motion to pool & pay the invoices as listed. Mr. Davis seconded. Motion passed.

Report of Officers:

No reports.

Interim Utilities Director Report:

Mr. Vaughn reported receipt of Mrs. Andrea Bullock's two-week notice. Mr. Vaughn recommends accepting in good standing. Motion by Mr. Davis to accept resignation in good standing. Mr. Haines seconded. Motion passed.

Mr. Vaughn requested opening through the Mobile County Personnel Board a Wastewater Treatment Plant Operator I grade 3. Mr. Mitchell inquired if Volkert Engineering might have anyone qualified on staff. Mr. Brymer responded the only employee on staff that would have been eligible has not maintained his Operator's certificate. The Board decided to check on availability of an Operator to use as needed.

Engineer's Report:

No report.

Grant Petitioner Report:

Nothing further to report.

Accounting Report:

Nothing further to report.

Attorney's Report:

Nothing further to report.

Correspondence:

Monthly ADEM Water Report June 2020

There being no further business to come before the Board; Mr. Davis made a motion to adjourn the meeting. Mr. Haines seconded. Meeting adjourned at 6:26 P.M.

ATTEST:

RATIFIED AND APPROVED:
