

**Regular Meeting
October 15, 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

Absent

Mr. Jim Davis
Mr. Jackie Haines
Mr. Ron Mitchell
Mr. Scooter Thronson

Mr. O'Neil Robinson

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

Mr. Thronson opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last Board Meeting the outside personnel have completed 60 – 811 locates and 20 water and sewer maintenance requests.

Mr. Thronson reported since the last Board Meeting, during the Planning Commission meeting, two additional tire stores, Starbucks and eight properties located up Kali Oka Road have been approved.

Mr. Haines reported since the last Board Meeting the front tires on truck #36 have been replaced.

Old Business:

No Old Business at this meeting.

New Business:

Mr. Mitchell opened the floor for Election of Officers and recommends keeping the Officers as currently seated. Mr. Mitchell is Chairman, Mr. Thronson is Secretary-Treasurer and Mr. Davis is Vice Chairman.

Mr. Haines made a motion to open the floor for nominations of the 2020-2021 Election of Officers and to make the nomination the existing slate. Mr. Davis seconded. Motion passed.

Mr. Thronson made a motion to close the nominations. Mr. Haines seconded Motion passed.

Mr. Thronson made a motion to vote on the current Officers. Mr. Haines seconded. Motion passed.

Mr. Mitchell opened the discussion on Interim Utility Director. Mr. Davis after much consideration and review of our current Interim Utility Director's Water & Sewer performance I felt that as we come up to his six-month probationary period that his performance has been exemplary. Particularly considering his responding to several Hurricanes and other difficult situations where the City

continued to function with water and sewer services without interruption. Considering that and his performance I would like to have a discussion to promote him to Utility Director. Mr. Bell I will need your assistance to see what would be necessary. Mr. Bell stated the Board would have to request with the Personnel Board to open the position. The Board requested Mr. Bell report at the next meeting on the proper procedure to fill the position.

Mr. Mitchell opened the discussion on the P & L Statement presentation. Leann with Avizo presented the Water & Sewer P & L statements to the Board.

Mr. Mitchell opened the floor to Ms. Donna Barnes a resident of Saraland. Ms. Barnes approached the podium to question Board Policies on collection. Ms. Barnes disagreed with the current collection policy. Ms. Barnes water was disconnected due to non-payment. Ms. Barnes also stated she has filed a complaint with the Better Business Bureau.

Mr. Bell reported the BBB sends the electronic complaint and the business can make a response. Ms. Barnes complaint has been received and a response has been drafted and will be uploaded. Mr. Bell stated the policy was followed and the Boards mission is to treat everyone fair and consistently. The Chairman stated he regrets that her water was disconnected, however this is a business, and the policy was executed as written.

Mr. Mitchell opened the discussion on the review of Mr. Bell's Contract. Mr. Thronson made a motion to accept your current monthly rate with a 10% increase and to maintain the hourly as previously agreed upon effective immediately. Mr. Davis seconded. Motion passed. Mr. Bell is incredibly grateful for the fact that we are having this conversation and has enjoyed working with this Board.

Mr. Mitchell opened the discussion on a Christmas Bonus. Mr. Thronson made a motion to grant the employees a \$500.00 bonus same as last year. Mr. Haines seconded. Motion passed.

Invoices for Ratification:

Sewer Invoices:

- HercRentals, Invoice #31681530-001, dtd 10/1/2020, in the amount of \$2606.95, re: 6" pump 55 kw.
- Volkert, Invoice #00209122, dtd 9/30/2020, in the amount of \$1880.00, re: Professional services on projects.
- Waring Oil Company LLC, dtd 10/7/2020, in the amount of \$2306.94, re: diesel

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

Report of Officers:

Mr. Davis reported Mr. Vaughn has begun a list of hire dates and years of service for each employee, which will help to anticipate their retirement dates.

The Health & Safety Meeting will be held next Friday, October 23, 2020 @ 11:30.

Interim Utilities Director Report:

Mr. Vaughn reported Well #1 pump motor went out, which is 7 ½ months old, and is still under warranty with Layne Central. The Well is currently down.

Ms. Hodges our Auditor will be on location tomorrow to complete the inventory for the Annual Audit Report.

Attorney’s Report:

Mr. Bell would like to express his gratitude.

Engineer’s Report:

Mr. Brymer has completed the Starbuck’s plan review.

Mr. Brymer reported on the lift station generator project, Saraland Water & Sewer is not eligible to use the purchasing cooperative for the purchase of generators.

Grant Petitioner’s Report:

Ms. Stallman reported the GOMESA Grant program will be used for Sewer Projects.

Mr. Vaughn was on a zoom conference call with Fema on Public Assistance Program to retrieve up to 75% of our expenses during the storm and to get additional generators for lift stations. The Generator Fund available is up to 75% and the State will provide up to 12% additional funding.

Correspondence:

No Correspondence.

There being no further business to come before the Board; Mr. Robinson made a motion to adjourn the meeting. Mr. Davis seconded. Meeting adjourned at 6:22 P.M.

ATTEST:

RATIFIED AND APPROVED:
