

**Regular Meeting  
April 15, 2021**

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. 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. Thomas Brymer of Volkert Engineering Firm was present.

Mr. Mitchell opened the meeting with a prayer.

**Committee Reports:**

Mr. Robinson reported since the last Board Meeting a 1" and a 1 1/2" water tap for Rehm Animal Clinic has been installed. A 1" irrigation water tap was installed at Mitchell Container.

Mr. Thronson reported since the last Board Meeting Mrs. Robinson attended the first QuickBooks online payroll training session at Avizo Office on Tuesday, April 5, 2021. Mrs. Robinson reported she got familiar with the dashboard which is where everything stems from.

**Old Business:**

Mr. Mitchell opened the discussion on Lift Station Mechanic Position. Mr. Vaughn reported all paperwork has been submitted to the Personnel Board and we are now waiting on a list of qualified eligible candidates.

**New Business:**

Mr. Mitchell opened the discussion on Landscaping at the main office. Mrs. Robinson reported each Board Member has a copy of a landscaping quote and an electrical quote for lighting. There are changes needing to be made, we have had to replace windows due to rot. The landscaper is going to move the flowerbeds out away from the building. The quote also includes work around our sign and the beds on the side of our building. The bid is \$4300.00 for landscaping and \$1200.00 for electrical. Mr. Thronson made a motion to accept the quotes. Mr. Haines seconded. Motion passed.

Mr. Mitchell opened the discussion on relocation of the Handicap Parking at the main office agreement. Mr. Brymer presented Task Agreement #9 to check ADA requirements for the relocation of the handicap parking. Mr. Brymer will furnish drawings once reviewed. Mr. Thronson

made a motion for Volkert to move forward with Task Agreement #9. Mr. Davis seconded. Motion passed.

**Invoices for Ratification:**

**Water Invoices:**

- Avizo Group Inc., Invoice #INC-6555, dated 4/1/2021, re: Accounting Services QuickBooks, in the amount of \$1,135.00.
- Central Pipe Supply Inc., Invoice #S100251756.001, dated 3/29/2021, re: 2 (2”) meters, boxes and supplies, in the amount of \$2,255.50.
- Consolidated Pipe, Invoice #3512159-000-000, dated 3/30/2021, re: Starbucks tap supplies, in the amount of \$1,079.00.

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

**Sewer Invoices:**

- Harris Electric, Invoice # 3269, dated 4/13/2021, re: Park Avenue Lift Station, in the amount of \$1,169.37.
- McFadden Engineering, Invoice #19-2526, dated 3/29/2021, re: WWTP Operations Support, in the amount of \$1,265.68.
- Underground Inc., Invoice #100390a, dated 3/31/2021, re: Directional boring under Pierce Street, in the amount of \$1,000.00.
- Underground Inc., Invoice #100389a, dated 3/31/2021, re: Directional boring under Celeste Road, in the amount of \$1,000.00.

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

**Report of Officers:**

No report of Officers.

**Interim Utilities Director Report:**

Mr. Vaughn reported two items struck by lightning item (1) VFD motor at Well #2 and item (2) bad motor at Well #1. If necessary, Layne Central can drop a submersible should anything else occur. The motors have been sent for estimate of repair. Mr. Vaughn has recently installed two surge protectors at these locations.

**Attorney’s Report:**

Nothing further to report.

**Engineer's Report:**

Mr. Brymer reported the Deer Run and Forest Avenue Lift Station generators bid opening is April 20<sup>th</sup> @ 2:00 p.m. Manhole rehab still need to find different options. Lift Station inspections are continuing, there are 38 total Lift Stations they should be completed end of next week pending weather. Flow monitoring needed wet weather and now we need dry weather to complete. ALDOT permit for boring under Shelton Beach Road we are drafting the plans which should be completed by end of next week for submission. Task Agreement #8 Annual Contract on hauling of biosolids is ongoing, we are waiting on some historical data from Mr. Miller. Hurricane Zeta Funding Committee meeting will be held May 5<sup>th</sup>. Mr. Vaughn and I will attend this meeting for submission of additional Lift Station generators. The funding available is \$722,000.00.

**Grant Petitioner's Report:**

Ms. Stallman volunteered to research the availability of Face Book adds, she reported this is out of my league and the Board will need to check with another source.

**Correspondence:**

Well Source Data Report March 2021

There being no further business to come before the Board; Mr. Davis made a motion to adjourn the meeting. Mr. Thronson seconded. Meeting adjourned at 6:55 P.M.

ATTEST:

RATIFIED AND APPROVED:

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