

Regular Meeting
April 2, 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 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 was present.

Mr. Robinson opened the meeting with prayer.

Committee Reports:

No reports at this time.

Old Business:

Mr. Mitchell asked for an update of water line on Highway 43 at Sawmill Road (pre-bid). Ms. Hall did send information of the bids but would like to go over them in more details and bring her recommendation at the next meeting.

Mr. Mitchell asked Mr. Hennis of the update on the promotional Sewer Public Service Worker II. Mr. Hennis informed the Board that no information had been receive at this time, this item needs to stay on the agenda until further notice.

Mr. Mitchell asked Mr. Bell and Mr. Hennis about the grease inspection letter to be sent to companies. Mr. Hennis responded stating it is still being worked on. Mr. Haines response to the grease portion of the website is education for the citizens.

Mr. Mitchell asked for the conclusion of the Fairfield Inn. Mr. Hennis informed the Board of Ms. Hall's finding and read (from Ms. Hall's sent letter) what her conclusion of the situation was. Ms. Hall found that the pumps at the Fairfield Inn are weak, they are not powerful enough to accommodate. A letter will be typed up of this finding and sent to the Fairfield Inn representative.

Mr. Mitchell asked about the item 2019 CDBG placed on the agenda, Mr. Hennis made comment of the grant for the generators.

Mr. Mitchell started the discussion of the need to bid out for a new janitorial service, it was asked for Mr Bell to get with Mrs. Robinson put together a bid package. This item is to be left on the agenda until resolved.

Mr. Mitchell asked Mr. Hennis for an update on the replacement of carpet in the front office. Mr. Hennis informed the Board he has one price but due to COVID-19 other quotes are place on hold.

Mr. Mitchell asked Mr. Hennis to discuss with the Board the item of 20 Hp mixer motors for North Tank. Mr. Hennis informed the Board that since the last meeting he has sent the two motors off, had them rebuilt, they were sent back fixed, and they were placed back.

Mr. Mitchell asked for the beginning of discussion of Well Maintenance program, Mr. Hennis informed the Board that Well #4 needs cleaning but at this time he recommends it be placed on hold, for reasons of parts are not easily gotten at this time.

New Business:

Mr. Mitchell started the discussion of the City of Saraland School Board has purchased a piece of property off Highway 43 for the buses to be park and would like a bathroom installed, Mr. Silver has requested for us to run a sewer line to the property. Mr. Hennis informed the Board, prices for the job will be presented at the next Board Meeting.

Mr. Mitchell asked about the item of infectious disease policy placed on the agenda, Mr. Hennis stated he has this placed on the agenda for reasons of current conditions of COVID-19 and what the policy of Saraland Water and Sewer Service should state with this situation. Mr. Bell presented a rough draft of an infectious disease policy for the Board Members to go over. Mr. Davis then questioned the reason of having this presented to the Board for reasons of Saraland Water and Sewer Service having an Air Borne Pathogen policy already in place. Mr. Hennis clarified that what he has asked for was the steps Saraland Water and Sewer Service need to take when an employee is either around someone that tested positive with COVID-19 or an employee that goes to a “Hot Spot” location during this COVID-19 pandemic. Mr. Davis added his suggestion after understanding situation and will send information to Mr. Bell on this matter. Mr. Haines then added the possibility of Board Meetings taken place over conference calls. Mr. Bell informed the Board that the Governor’s Proclamation was just sent out this day and asked the Board to allow time of clarification of it and he will get back with them. Mr. Bell then went on to say that if the Board was to have a remote meeting, steps by the Board would need to be taken before and after said meeting, Mr. Bell then covered the steps. Mr. Mitchell added the changes that were made for this meeting and our future meetings are acceptable, but it is up to the members if they would prefer to have meetings remotely.

Mr. Mitchell began discussion of the trucks (#83 and #32) being placed on GovDeal.com for auction. Mr. Haines made motion to allow Mr. Hennis to explore in the authority to have the two trucks (#83 and #32) dispose of in a matter they draw the most revenue and allow the opportunity for public bidders. Mr. Thronson second the motion. Motion passed.

Mr. Mitchell asked Mr. Hennis of the next item on the agenda of letter informing companies of damaging our lines by boring through them. After further discussion, Mr. Hennis was instructed by the Board to find out what the procedures MAWSS has on this item.

Mr. Mitchell began the discussion of Employees absent during COVID-19 pandemic. It was decided that if any employee is absent for reasons of COVID-19, first employee need to use their vacation and sick time, if the employee needs longer absents and has depleted their vacation and sick time, then the Board agree on the guidelines of the FFCRA, and the employee will receive 2/3 of their paycheck up to 12 weeks, as it stands at this meeting of Board of Directors of Saraland Water and Sewer System, further investigation by Mr. Bell is needed along with communication with Mobile County Personnel Board. Motion made by Mr. Robinson, Mr. Haines second. Motion passed.

INVOICES FOR RATIFICATION:

WATER: McCrory Williams., inv#20209881, dated 3/09/2020, in the amount of \$3,690.00, re: 2019 Highway 43 Waterline replacement. Central Pipe Supply, Inc., inv#S100210840.001, dated 3/17/2020, in the amount of \$1,050.09, re: Bronze Bader 2” M170-LL Meter, HRE-LCD & orion SE endpoint & bronze flange set. Mr. Thronson made motion for the invoice to be pulled and paid. Mr. Davis seconded. Motion passed.

INVOICES FOR RATIFICATION:

SEWER: Allen Southern Electric Motor Service, Inc., inv#168452, dated 3/11/2020, in the amount of \$2,361.00, re: repair of 20Hp Aerator Motor. Allen Southern Electric Motor Service, Inc., inv#168453, dated 3/11/2020, in the amount of \$2,361.00, re: repair of 20Hp Aerator Motor. Greensouth Solutions, LLC., inv# 2035, dated 2/29/2020, in the amount of \$1,988.24, re: sludge removal. McCrory Williams, inv#20209882, dated 3/9/2020, in the amount of \$1,890.00, re: general service. Smith Industrial Service, inv# 0075235-IN, dated 3/20/2020, in the amount of \$1,472.10, re: clean lift station and four (4) sewer lines. Smith Industrial Service, inv# 0075761-IN, dated 3/26/2020, in the amount of \$1,095.50, re: unstop sewer line at Ferry Avenue and Juniper Street. USA Blue Book, inv#163127, dated 03/04/2020, in the amount of 1,369.90, re: Two (2) submerse caged level transmitter USA BB 40ft cable (\$684.95 each). Mr. Thronson made motion for the invoices to be pulled and paid. Mr. Davis seconded. Motion passed.

Report of Offices:

Mr. Mitchell started a discussion of collections on overdue accounts. After discussion Mr. Mitchell asked for Collection of Late Water Bill be placed on next Agenda.

Mr. Davis reported of conducting a safety meeting since the last Board Meeting (subject: Covid-19).

Mr. Hennis reported of an incident that took place at the Mignonette Lift Station.

Mr. Bells report was answering Mr. Robinson’s question on workmen compensation.

Mr. Davis addressed the Board Members in giving dos and don’ts of the COVID-19 pandemic.

Correspondence:

Email from Aubrey White with ADEM, dated 3/12/2020 regarding COVID-19.

Well Source Data Report for February 2020

Email from Aubrey White with ADEM, dated 3/20/20, DHS memo on Critical Infrastructure Workers

Ltr from The Personnel Board for Mobile County, dated 3/20/2020, re: Mobile County Personnel Board in response to COVID-19

H.R. 6201, Families First Coronavirus Response Act

There being no further business to come before the Board, Motion made by Mr. Davis to adjourn. Motion seconded by Mr. Robinson. Meeting adjourned at 7:01 P.M.

ATTEST:

RATIFIED AND APPROVED:
