

**Regular Meeting
March 17, 2022**

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 not present. Ms. Cara Stallman our grant petitioner was present. Mr. Thomas Brymer of Volkert Engineering Firm was present.

Mr. Robinson opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last Board Meeting the outside crews have completed sixty water and sewer Alabama 811 locates. Thirty work orders for water and one work order for sewer completed.

Mr. Robinson reported since the last Board Meeting a ¾" water tap was installed on Goldstream Drive.

New Business:

Mr. Mitchell stated Ms. Gina Jalbert wanted to address the Board about non receipt of her deposit refund. Ms. Jalbert would like for the Board to waive the stop payment fee and issue a replacement check. After some discussion, the Board agreed to waive the fee and issue another check. Mr. Thronson made a motion to waive the stop payment fee. Mr. Davis seconded. Motion passed. Ms. Jalbert will pick up the check at the office.

Mr. Mitchell introduced our CPA to present a P & L statement. Each Board member received a draft of the P & L for November 2021 for review.

Mr. Mitchell opened the discussion on EPA Water Service Line Inventory. Mr. Brymer reported EPA will be requiring all Water Companies to provide a complete inventory of all water service

lines throughout their system. This will be a complete inventory including address, size, location, and material. The submission for this inventory is October 2024. Mr. Brymer is currently searching for a verification process. Mr. Vaughn stated Saraland Water lines are primarily copper with some plastic. The Board requested Mr. Brymer check into this further and report back as necessary.

Mr. Mitchell opened the discussion on Mr. Robert Miller, Treatment Plant Operator II, eligible for a 2 ½% merit increase (Grade 16 Step L). Mr. Vaughn recommends this merit increase. Mr. Davis made a motion to approve a one-step merit increase for Robert Miller. Mr. Thronson seconded. Motion passed

Mr. Mitchell opened the discussion for approval to purchase promotional items for the Business Expo and future job fairs, in the amount of \$1,100.00 + tax and shipping. The Business Expo is April 21, 2022. Mr. Haines made a motion to approve a budget of \$1,100.00 for promotional items. Mr. Robinson seconded. Motion passed.

Invoices for Ratification:

Water Invoice:

Volkert Engineering, Invoice #01702096, re: general engineering services for water, in the amount of \$1,993.75

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

Sewer Invoices:

Esse Generac Industrial Power, Invoice #0493439-IN, dtd 2/28/2022, re: 50 KW Natural Gas Generator, in the amount of \$17,020.00 (Grant Reimbursement of 75%).

McFadden Engineering Inc., Invoice #19-2747 dtd 2/28/2022, re: WWTP Operations Support, in the amount of \$1,120.00.

Smith Industrial Services, Invoice #0131138-IN, dtd 3/17/2022, re: Hydro Lift Station & cleaned Lift Station, in the amount of \$1,618.50.

TAW, Invoice #26237058, re: major pm inspection for S/O #SO26576601 at Saraland WWTP front per Semiannual SMA#SA26350621 during March, in the amount of \$1,775.00.

Volkert Engineering, Invoice #01502098, dtd 3/8/2022, re: Sanitary Sewer Collection System Master Plan, in the amount of \$10,822.50.

Volkert Engineering, Invoice #01801097, dtd 2/4/2022, re: general engineering services for Sewer, in the amount of \$4,288.75.

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

Report of Officers:

No report of Officers.

Utilities Director Report:

Mr. Vaughn reported work has started on the Telegraph Road Lift Station, the suction lines were rotten. The rotten pipe was removed today; and the new pipes are scheduled to be installed Monday morning. SIS will be on site.

The 1,000,000-gallon tank annual inspection was completed with an ROV. The reports shows that the tank has no visible rust.

Attorney's Report:

Not present.

Engineer's Report:

Mr. Brymer reported the Graham Street Lift Station results are expected to be complete in approximately a week.

The Saraland WWTP Expansion Task Agreement is being prepared; the point system will make this a large project.

The update on the WWTP Master Plan, there was a lack of data for modeling purposes, which requires manual calculations. We are diligently working to provide the best information.

Grant Petitioner's Report:

The EPA contacted Ms. Stallman and requested the list of three priority generators previously applied for through the Restore Act Money from Zeta Disaster, be changed to Restore Act Money from the Sally Disaster. This will allow for three additional priority generators, including elevations, to be applied for Restore Act Money available through the Zeta Disaster.

Correspondence:

Well Source Data Report February 2022

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 6:36 P.M.

ATTEST:

RATIFIED AND APPROVED:
