

**Regular Meeting**  
**October 7, 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 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. H. O'Neil Robinson  
Mr. Jackie Haines

Absent:

Mr. Raymond Bell, Board Attorney, Cara Stallman, Grant Petitioner, and Thomas Brymer, Board Engineer, was present.

Mr. Mitchell opened the meeting with prayer.

**Committee Reports:**

Mr. Robinson reported on the men repairing a 2" water main at Avondale Avenue and ¾" service line on Pine Street. The men also installed two (2) new water services on Bienville Blvd and Goldstream Drive.

Mr. Davis reported on the outside crew located One Hundred fifteen (115) 811 Alabama locates for water and sewer, fifty-two (52) work orders for water and six (6) work orders for sewer have been completed.

Mr. Thronson reported on a customer calling him personally to discuss the fact that his bill arrived at the office after the due date because of the postal service his payment was received late. Mr. Mitchell added the fact that the postal service announced the public on this issue. More discussion is needed for this situation.

Mr. Haines reported on Truck 33 receiving four (4) new tires along with a front-end alignment. annual maintenance of the pumps on the Water side after finishing water side the men will be begin on the Sewer side.

**Old Business:**

Mr. Mitchell asked Mr. Brymer for the information of the amount of water supply do we have, for future growth of our customers, discussion of obtaining another water supply. More information needs to be gathered.

Mr. Mitchell asked about Restore Act Project, Ms. Stallman addressed the Board with the information of the Restore Act, and the amount from Mr. Brymer on our project, Ms. Stallman believes that the Board should approach our project in phases, (to ask for the grant in phases). The first phase being the CIPP down stream of Norton Creek. Ms. Stallman informed the Board of the meetings and names of persons on the Restore Act Project so the Board can talk with the persons of our needs for our cleaner water project.

**New Business:**

Mr. Mitchell started the discussion of the fee to the customers that sign up for ACH, this fee is set by the bank not by the Board. Mr. Mitchell wants to decrease the amount charged to our ACH customers and wish for more of our customers to sign up for ACH. Mr. Thronson made motion that Saraland Water and Sewer Service reduce the ACH fee charged to the customer to .99 cents. Mr. Davis second the motion. Motion passed.

Mr. Mitchell asked Mr. Vaughn to explain to the Board of the Company that wants to rent a spot on our Tank to place an antenna. After further discussion, Mr. Robinson made motion for said company to place an antenna on said tank only after Mr. Bell's approval. Mr. Thronson second the motion. Motion passed.

Mr. Mitchell address the Board of our participation in the 53<sup>rd</sup> Annual Saraland Christmas Parade. Mr. Thronson made motion for Saraland Water and Sewer Service to participate in the 53<sup>rd</sup> Annual Saraland Christmas Parade, given an allotment of \$2,000.00 to spend on decorations of our float and throws. Mr. Davis second the motion. Motion passed.

Mr. Mitchell asked Mr. Vaughn about Mr. Holmes being eligible for a one-step 2 ½% merit increase. Mr. Davis made motion for Mr. Holmes to receive said one-step 2 ½% merit increase. Mr. Thronson second the motion. Motion passed.

Mr. Mitchell asked Mr. Vaughn about Mr. Taylor being eligible for a one-step 2 ½% merit increase. Mr. Thronson made motion for Mr. Taylor to receive said one-step 2 ½% merit increase. Mr. Davis second the motion. Motion passed.

Mr. Mitchell asked Mr. Vaughn about Mr. Parker being eligible for a one-step 2 ½% merit increase. Mr. Davis made motion for Mr. Parker to receive said one-step 2 ½% merit increase. Mr. Haines second the motion. Motion passed.

Mr. Mitchell address the Board of Mr. Vaughn eligible for a one-step 2 ½% merit increase. Mr. Haines made motion for Mr. Vaughn to receive said one-step 2 ½% merit increase. Mr. Davis second the motion. Motion passed.

Mr. Mitchell explains to the Board of our CPA company putting together an External Auditor Support Package to be given to the Auditor at the time of audit. Mr. Thronson made a motion for our CPA to put said Package together for price mentioned in the proposal. Mr. Haines second. Motion passed.

**INVOICES FOR RATIFICATION:**

WATER: Pace Analytical Services., inv# 2135447686, dated 9/30/2021, in the amount of \$3,450.52 reg: Consumer Confidence Reports (CCR). Mr. Thronson made motion for the invoice to be pulled and paid. Mr. Haines seconded. Motion passed.

**INVOICES FOR RATIFICATION:**

SEWER: Jim House & Associates, Inc., inv# 17287, dated 9/27/2021, in the amount of \$1,875.00, reg: UV Lamps for the UV System at Treatment. ADEM (email from Stephanie Ammons from ADEM) dated 10/4/2021, in the amount of \$8,075.00, reg: WWTP NPDES AL0055786 Permit renewal package.

**Report of Offices:**

Mr. Mitchell informed the Board of the meeting himself and Mr. Hennis had with Aaron Oil. After further discussion Mr. Thronson made a motion to accept Aaron Oil’s payment for \$2,674.71. Mr. Davis second the motion. Motion passed.

Mr. Davis reported of the environmental safety meeting next Friday at 11.15am. Mr. Mitchell added further discussion to this matter by stating for the Board to consider hiring an actual company that will come to us and hold these safety meetings.

Mr. Hennis reported on the situation that occurred at Spanish Drive the previous weekend and steps he is taking to correct it. Mr. Hennis also added that the bypass pump is still at the Mignonette Lift station and when the water is all pumped out the motor will be replaced.

**Correspondence:**

WELL SOURCE DATA Report for September 2021.

There being no further business to come before the Board, Motion made by Mr. Thronson to adjourn. Motion seconded by Mr. Robinson. Meeting adjourned at 7:05 P.M.

ATTEST:

RATIFIED AND APPROVED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_