

**Regular Meeting
August 17, 2023**

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. James Davis
Mr. Jackie Haines
Mr. Ron Mitchell
Mr. O'Neil Robinson
Mr. Scooter Thronson

Mr. Raymond Bell of Maynard Nexen Law Firm Board Attorney was present. Ms. Cara Stallman, our grant petitioner, was present. Mr. Ray Miller of the Volkert Engineering Firm was present.

Mr. Robinson opened the meeting with a prayer.

Committee Reports:

Mr. Davis reported since the last Board Meeting sixty-eight Alabama 811 locates worked for water and sewer. Thirty-one work orders completed.

Mr. Robinson reported since the last Board Meeting repaired a 3/4" service line on Joginell Drive. A 1" tap has been installed on Ladner Drive.

Old Business:

Mr. Mitchell opened the discussion on the Altmayer/Highway 158 Development. No additional information.

Mr. Mitchell opened the discussion on the relocation of Commerce Park Pump Station. Mrs. McGuyer stated Volkert Engineering is starting to pursue an easement with the Forever Wild Property.

Mr. Mitchell opened the discussion on Blue Moose Promissory Note. The payment arrangements are current. Mr. Bell stated that since they are paying in a timely manner there is no need to have a promissory note.

Mr. Mitchell opened the discussion on natural gas conversion for generators. Mr. Vaughn stated the stationary generators located at the Lift Stations use natural gas. The mobile generators use diesel. All new generators will be connected to natural gas.

Mr. Mitchell opened the discussion on the Community Development Block Grant Program Project MUC-PS-21-005. Ms. Stallman reported this project is the Shelton Beach Estates Phase II. This is a grant project where the County is providing \$100,000.00. The project came way under the bid amount of \$350,000.00 the total is \$251,192.50. Mr. Haines made a motion to approve, pay and close out the grant. Mr. Robinson seconded. Motion passed.

Mr. Mitchell opened the discussion on tree removal at the Sewer Plant. Mr. Mitchell reported there are three trees on the City Property next to the Control building at the Sewer Plant. Mrs. McGuyer sent a letter to the Mayor and City Council. Mayor Rubenstein brought this before the Council, they granted permission to remove the trees. Mr. Vaughn has two prices to cut down, grind stumps and remove debris. Lowest bid is HAMMCO Tree Service in the amount of \$2500.00. Mr. Thronson made a motion to accept HAMMCO Tree Service bid of \$2500.00. Mr. Davis seconded. Motion passed.

New Business:

Mr. Mitchell opened the discussion on the General Services Agreement for Water & Sewer. Mrs. McGuyer stated this is the general services agreement's with Volkert Engineering. Mr. Haines made a motion to approve the Chairman to sign the agreements with Volkert Engineering for general services for Water & Sewer.

Mr. Mitchell opened the discussion on ADEM Mixing Zone Analysis Form and Fee. Mrs. McGuyer reported the original application was submitted back in May 2021. They requested some additional sampling. They want to update all Mixing Zone Analysis. This item will be added to our permit renewal. There is a permit fee of \$4850.00. Mr. Davis made a motion to pay the permit fee. Mr. Thronson seconded. Motion passed.

Mr. Mitchell opened the discussion on the annual rate increase for water and sewer. Mr. Mitchell recommends a 2% rate increase on water and 5% on sewer. This is the same amount as last year. Mr. Robinson made a motion to raise the water 2% and sewer 5% to be effective October 1 billing 2023. Mr. Haines seconded. Motion passed.

Mr. Mitchell introduced Kim Pendley of Avizo to present the P & L Statement to the Board. Ms. Pendley went over the P & L statement with the Board for them to review.

Invoices for Ratification:

Water Invoice:

- Robertson, Andreoli & Covington PC, Invoice #70324, dtd 7/5/2023, re: 2022 Audit, in the amount of \$16,750.00.

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

Sewer Invoices:

- Volkert Engineering, Invoice #01107097, dtd 8/8/2023, re: Shelton Beach Estates CIPP – Phase II, in the amount of \$4,589.10.
- Volkert Engineering, Invoice #00607098, dtd 8/8/2023, re: Norton Creek SS Inflow & Infiltration Rehab., in the amount of \$25,932.50.

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

Report of Officers:

No report of Officers.

Utilities Director:

Mr. Vaughn will start school next Tuesday for a Wastewater License. The school will last approximately eight weeks.

Mr. Vaughn reported the final inspection for the Spartan Ridge Apartments is complete.

Attorney's Report:

No report.

Engineer's Report:

No report.

Grant Petitioner's Report:

Ms. Stallman has drafted the next article about fraud and theft in checks sent through the mail.

Correspondence:

Well Source Data Report July 2023

There being no further business to come before the Board, Mr. Thronson made a motion to adjourn the meeting. The meeting adjournment at 6:25 P.M.

ATTEST:

RATIFIED AND APPROVED:
