

**Regular Meeting**  
**June 6, 2024**

Chairman Mr. Davis 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. James Davis  
Mr. Scooter Thronson  
Mr. Jackie Haines  
Mr. H O'Neil Robinson  
Mr. Jeff Ludlam

Absent:

Mr. Raymond Bell, Board Attorney, was not in attendance, however Stewart Thames IV, Associate at Maynard Nexsen was. Mr. Ray Miller, Board Engineer and Ms. Cara Stallman, Board Grant Administrator, were in attendance.

Mr. Haines opened the meeting with prayer.

Mr. Davis asked for visitors that signed in to address the Board, first visitor Mr. Connor ask the Board of their decision of the admin fee on his Turnerville Water bill; after explaining to Mr. Connor, he was informed by the Board the fee will not be removed from his Water bill.

Hasser Enterprises also signed-in on the visitor list even though this company is on the agenda. Hasser Enterprises brought more information for the Board to look over and to decide if the Board would like to agree with their proposal. The Board informed Hasser Enterprises they will look over their proposal with added information and will let them know.

**Committee Reports:**

Mr. Thronson reported that since the last Board Meeting, One Hundred (100) 811 locates have been worked for Water and Sewer and Twenty-one (21) work orders for water.

Mr. Haines reported to the Board of Mrs. Robinson and himself conducting a second interview with an applicant for the Office Assistant I position. Mr. Haines also informed the Board that two vacancies for the Office Assistant I position need to be filled.

Mr. Ludlam reported on himself working with Website Administrator, Grant Administrator, and Office Manager on the Public Information Notification Procedures (P I N G). Mr. Ludlam also added the discussion with Mrs. Robinson to contact the developer of the Saraland Water and Sewer App to include public notifications of outages.

Mr. Robinson reported that since the last meeting the exhaust gasket on the Front Generator at the WWTP has been replaced. Mr. Robinson also reported that quick-connect plugs have been installed at one Lift Station, while a temporary generator disconnect and quick-connect was installed at a different Lift Station. A Manhole that was once paved over was uncovered at Highway 43 and Second Avenue, and a lateral on Shelton Beach Road was repaired.

Old Business:

Bids for Asphalt Equipment, Mr. Vaughn reported to the Board the two (2) price quotes he did receive for said equipment, both are machinery to big than what we need, Mr. Vaughn then asked the Board to consider Saraland Water and Sewer of renting the equipment to repair the road after repairing the main line. Mr. Vaughn also added if the Board agrees to rent the equipment what is needed for us to have as part of our repairing of the asphalt is a wet saw and a Wacker packer. Mr. Davis informed Mr. Vaughn the Board gives him the authority to purchase the wet saw and Wacker packer with the statement of both tools cost less than the Bid Law. Mr. Davis asked for this item to stay on the agenda for the next Board Meeting.

Mr. Davis announced the approval of Saraland Water and Sewer Service AD that will be placed in the City of Saraland's magazine.

New Business:

A motion was made by Mr. Thronson for Mr. Davis to sign the agreement for Sewer Development for Alabama Highway 158. Mr. Robinson second the motion. Motion passed.

Mr. Davis informed the Board Members of the Policy for questionable customer behavior, and that it is now placed in order.

Mr. Davis asked Mr. Ludlam for an update on the agenda item: Website/Branding, Mr. Ludlam informed the Board he is currently working on it.

A motion was made by Mr. Haines for Mrs. Baria to receive a one step 2 ½% merit increase. Mr. Thronson seconded the motion. Motion passed.

A motion was made by Mr. Thronson to accept Mrs. McDuffie's resignation in good standing. Mr. Ludlam seconded the motion. Motion Passed.

A motion was made by Mr. Thronson for Saraland Water and Sewer Service to adopt Procurement Policy. Mr. Haines seconded the motion. Motion passed.

Discussion on the agenda item of Fire Hydrant Repair/Replacement effort led to the conclusion of two fire hydrants still need to be repaired. Mr. Davis asked for this item to be carried over to the next Board Meeting.

Discussion of the agenda item New Hires was announced of two new hires, one hire in the office while the other will be with the Water crew.

## Invoices for Ratification:

### Water Invoices:

Central Pipe Supply, Inc., inv# S100373951.001, dated 5/16/2024, in the amount of \$4,358.96, reg: restock. Central Pipe Supply, Inc., inv# S100374710.001, dated 5/22/2024, in the amount of \$1,038.94, reg: 1 ½” Badger E-Series meter, Trio Community Meals Tap. Climate Patriot LLC, inv# 2240, dated 5/20/2024, in the amount of \$8,578.00, reg: installed 3-ton 14.3 SEER Rheem at Maintenance Building. Consolidated Pipe, inv# AL0353159, dated 5/22/2024, in the amount of \$1,573.00, reg: copper and tapping saddles. Consolidated Pipe, inv# AL0353383, dated 5/30/2024, in the amount of \$1,317.30, reg: materials to repair the Forrest Avenue Emergency. Consolidated Pipe, inv# AL0353432, dated 5/31/2024, in the amount of \$8,500.00, reg: materials to repair the Forrest Avenue Emergency. Empire Pip & Supply, inv# 2152114, dated 5/22/2024, in the amount of \$1,191.20, reg: restock of ¾” angle stops. Mr. Thronson made a motion to combine and pay water invoices. Mr. Haines seconded the motion. Motion passed.

### Sewer Invoices:

GreenSouth Solutions, LLC, inv# 4022, dated 4/30/2024, in the amount of \$1,234.98, reg: removal of Biosolids. Thompson Tractor Co., Inc., inv# TTC1-1046302, dated 5/28/2024, in the amount of \$1,648.00, reg: repairs on CAT model 3512EPG. USA Bluebook, inv# INV00372811, dated 5/22/2024, in the amount of \$2,349.00, reg: RDO PRO-X Digital Sensor, 30’L Cable. Volkert, inv# 01605104, dated 5/31/2024, in the amount of \$6,533.24, reg: Norton Creek Sanitary Sewer Inflow & Infiltration Rehabilitation. Volkert, inv# 00205107, dated 5/31/2024, in the amount of \$1,308.75, reg: Shelton Beach Estates CIPP phase III. Volkert, inv# 00105108, dated 5/31/2024, in the amount of \$2,201.25, reg: 2023 MWPP. Waring Oil Company, LLC, dated 5/24/2024, in the amount of \$3,759.60, reg: diesel fuel for generators at the WWTP. Mr. Haines made a motion to combine and pay the sewer invoice. Mr. Thronson seconded the motion. Motion passed.

### Report of Officers:

Secretary/Treasurer Report on two water CDs maturing in July, research will be done on the terms and rates and will invest with the best terms and rates that is found.

Mr. Robinson expressed his concern of the future amount of new construction projects plans on Celeste Road and the strain this will place on the WWTP. Mr. Davis made comment to the Board that yes this is a concern, and it is up front for a solution to be resolved.

Mr. Vaughn reported to the Board on the meeting he had at The City of Saraland discussing one of the subdivisions that will be constructed on Celeste Road, also the fly wheel on the generator at the WWTP needs to be replaced. Mr. Thronson made motion for Mr. Vaughn to start the repair of the generator at the WWTP. Mr. Haines seconded the motion. Motion passed. Mr. Vaughn added the replacement of 40ft section of pipe located across Bayou Sara Creek on Forest Avenue.

Mr. Thames informed the Board that his discussion will be in executive session.

Mr. Miller reported on the engineering projects currently being worked on. Mr. Miller did express with the addition of construction on Celeste Road will greatly impact the Sewer System of Saraland, and the Board needs to place action on expansion of the Treatment System.

Ms. Stallman informed the Board she has no report.

Mr. Davis announced the July 4th meeting being cancelled because it falls on a Holiday.

Motion made by Mr. Thronson to approve the minutes. Mr. Haines seconded the motion. Motion passed.

At approximately 6:28 p.m., the Chairman, with the assistance of legal counsel, declared there were items to be discussed that qualify for executive session under Alabama Code Section 36-25A-7 of the Alabama Open Meetings Act, including, but not limited to (1) the legal ramifications of and legal options for pending litigation and controversies not yet being litigated, but imminently likely to be litigated if the governmental body were to pursue a certain course of action, (2) discussions related to certain consideration the Saraland Water and Sewer Service (“SWSS”) might be willing to offer and/or accept in connection with the disposition of certain real estate and (3) preliminary negotiations involving matters of trade and commerce; whereby, an open discussion might be detrimental to the SWSS's efforts to advance the SWSS's business. In connection with any real estate matters to be discussed, Mr. Thames further apprised the Board that no member of the Board having a personal interest in any real estate matter to be discussed in executive session could attend such session. The Chairman confirmed for the record that the representations made by legal counsel were accurate and stated the Board’s intent to reconvene its meeting immediately at the conclusion of executive session. After a proper motion and second, the Board voted to enter executive session with all members present participating. At the conclusion of the executive session, the Board duly convened the meeting at 6:42 p.m.

There being no further business to come before the Board, Motion made by Mr. Thronson to adjourn. Motion seconded by Mr. Ludlam. Meeting adjourned at 6:42 P.M.

ATTEST:

---

RATIFIED AND APPROVED:

---

---

---

---

---