

**Regular Meeting  
August 1, 2024**



The regular meeting of the Board of Water and Sewer Commissioners of the City of Saraland, Alabama, to order at 5:30pm, at the Saraland Water and Sewer Service meeting room with the following Board members present:

Present:  
Mr. Davis  
Mr. Thronson  
Mr. Haines  
Mr. Ludlam

Absent:  
Mr. Robinson

Mr. Stewart Thames, IV, of Maynard Nexsen Law Firm, Board Attorney was present. Ms. Cara Stallman, Grant Management, Board Grant Petitioner, was present. Mr. Ray Miller and Mr. Thomas Brymer, of Volkert Engineering Firm, Board Engineer, were present.

A motion was made and seconded to approve the amended May 16, 2024, Board Meeting minutes. Motion passed.

No visitors appeared before the Board.

**Committee Reports:**

Mr. Thronson reported 300 Alabama 811 locates worked for water and sewer, eight work orders for water and zero work orders for sewer. Mr. Haines did not have a report. Mr. Ludlam reported on the Survey Monkey account and QR code. Mr. Ludlam explained the potential uses of each. Mr. Davis discussed the Saraland Water and Sewer Service Master Plan article to put on the website.

**Old Business:**

Mr. Thames discussed the rental space agreement with Hasser Enterprises. Mr. Davis requested this item remain on the agenda.

Mr. Thames reviewed the revised Board of Water and Sewer Commissioners of the City of Saraland, Alabama By-Laws for signature. A motion was made and seconded to adopt the new by-laws. Motion passed.

Mr. Davis discussed the infrastructure access and septic system survey. Mr. Vaughn and Mrs. Robinson are still compiling information to present to the Board.

The Board reviewed the rates and terms to reinvest two maturing CDs. A motion was made, seconded and passed to reinvest two maturing CDs at the best rates and terms available.

Mr. Davis reported the Board has filled two positions prior to this meeting. Mr. John Vaughn was promoted to the Utilities Director position and Mrs. Nicole Robinson was promoted to the Comptroller position. Motions were made, seconded and passed. The Board currently has open requisitions with the Mobile County Personnel Board for the Office Manager, Office Assistant I, Water Service Operator I positions.

### **New Business:**

Mr. Davis instructed Mr. Thames to review the current water contracts and develop a water contract with Satsuma Water Service. Mr. Davis requested this item remain on the agenda.

The Board discussed the proposed 2024-2025 holiday schedule. A motion was made, seconded and passed to approve the proposed 2024-2025 holiday schedule with the addition of one (1) floating holiday.

The Board discussed the Blue Cross Blue Shield insurance renewal. A motion was made, seconded and passed to accept the premium increase.

The Board discussed increasing the maximum gallons allowed on a minimum water bill. A motion was made, seconded and passed to increase the maximum gallons allowance on a minimum water bill from 2,500 gallons to 3,000 gallons.

The Board discussed the State Energy Program – Subaward Agreement No.: 1SEP24 DOE08. Mr. Davis signed the agreement. Mr. Davis requested this item remain on the agenda.

### **Invoices for Ratification:**

Three water invoices were presented for ratification. A motion was made, seconded and passed to pool and pay those invoices.

One sewer invoice was presented for ratification. A motion was made, seconded and passed to pay the invoice.

### **Report of Officers:**

Mr. Thronson nor Mr. Ludlam had anything further to report on. Mr. Haines announced his resignation from the Board of Water and Sewer Commissioners of the City of Saraland, Alabama. Mr. Ludlam made a motion to accept Mr. Haines' resignation in good standings. Mr. Thronson seconded. Motion passed.

### **Superintendent's Report:**

Mr. Vaughn reported on the Water and Sewer Departments activity since the last Board meeting and discussed future projects

**Attorney’s Report:**

Mr. Thames recommended the Board have an election at the next meeting to elect a new Board Secretary-Treasurer. Mr. Thames reported documentation was received and the agreement with Bayou Sara Baptist Church has been executed.

**Engineer’s Report:**

Mr. Brymer provided updates on the open task agreements. A motion was made, seconded and passed to accept Task Agreement #29 – Army Road Sewer Improvements. Mr. Brymer reported the contract for biosolids is due. A motion was made, seconded to authorize the Chairman to sign the contract. Motion passed. A motion was made, seconded and passed to accept Task Agreement #30 – Celeste Road Sewer Improvements. Mr. Miller provided an update on the preliminary engineering report to be sent to ADEM for funding.

**Grant Administrator’s Report:**

Mr. Davis reported on funding approval by Governor Kay Ivey for our GOMESA project to replace the sewer line from Second Avenue to Highway 158. The Board commended Ms. Stallman for her diligence in getting everything in place to make these grants possible.

**Chairman’s Report:**

Mr. Davis reported he met with Mr. Robert Young to discuss the need for a bond to help fund some of these projects and task agreements, such as the Celeste Road Sewer Study, PFAS oversight and a new Management System.

No further business came before the Board; a motion was made and seconded to adjourn the August 1, 2024, meeting of the Board of Water and Sewer Commissioners of the City of Saraland, Alabama at 6:45 pm.

ATTEST:

\_\_\_\_\_

RATIFIED AND APPROVED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_