

**MINUTES OF A REGULAR PUBLIC BOARD MEETING OF  
THE BOARD OF WATER AND SEWER COMMISSIONERS  
OF THE CITY OF SARALAND, ALABAMA**

The Board of Directors (the “Board”) of the Board of Water and Sewer Commissioners of the City of Saraland, Alabama (“SWSS”), after providing proper notice in compliance with the Open Meetings Act, met for a regular meeting in Saraland, Alabama on Thursday, [February 6], 2025, at approximately 5:30 p.m. The following members of the Board were physically present at the meeting:

**MEMBERS PRESENT:** Dewey “Scooter” Thronson, Chairman; O’Neill Robinson, Vice-Chairman; Nikhil Patel, Will Keeney and Drew Taylor were present.

**STAFF PRESENT:** Nicole Robinson, Secretary-Treasurer and comptroller; John Vaughn, Utilities Director.

**LEGAL COUNSEL:** Stewart Thames IV, Attorney, Maynard Nexsen PC.

**GUESTS:** Thomas Brymer and Ray Miller from Volkert; and Cara Stallman from Grant Management, LLC were in attendance.

**APPROVAL OF MINUTES**

No minutes were presented.

**OPEN DISCUSSION**

There were no visitors in attendance.

**COMMITTEE REPORTS**

1. Mr. Robinson reported when bills would be mailed.
2. Mr. Taylor reported that Mrs. Robinson received a quote from AMIC for general liability and property insurance. Mr. Taylor reported of the premium of this quote from AMIC was \$3,000.00 more with lower policy limits and higher deductibles. Mrs. Robinson discussed this quote with Chairman Thronson. The Chairman instructed Mrs. Robinson to pay the renewal premium with First Capital Insurance.
3. Mr. Patel reported the completion of One Hundred Nine (109) Alabama 811 locates and Twenty-five complaint cards.
4. Mr. Keeney reported repairs of 1 ½” Valve on Saraland Avenue, along with repaired service lines located on Hartley Road, Joginell Drive and Third Avenue. A sewer line on Lafitte Road was also repaired. Mr. Keeney reported of the installation of an 8”x3/4” tap 1020 Cleveland Road.

**OLD BUSINESS**

1. New Hire Search Field Staff: Ms. Graham provided updates to the Board regarding New Hires search.
2. Update Payment/Billing Software: Ms. Graham reported that the new server to be installed next week.
3. **Well #1 Media Change:** Mr. Vaughn informed the Board of finding a company that has the part needed to repair Well 1, and once the part is received, repairs will be done in house.

### **NEW BUSINESS**

1. No new business on this meeting's agenda.

### **INVOICES**

1. Volkert, Inc. inv# 00701125, dated 2/13/2025, in the amount of \$1,287.50, reg: annual ISO Audit Preparation. Central Pipe Supply, Inc., inv# S100397864.003, in the amount of \$1,162.87, reg: Top Bolt coupling 6", ford brass coupling ¾". After a proper motion and second, the Board voted 5-0 in favor of approving the combined water invoices.
2. McFadden Engineering, inv# 19-3356, dated 2/3/2026, in the amount of \$1705.00, reg: monthly activities/contract of the WWTP. Sheppard Services, inv# FRI-2587, dated 2/3/2025, in the amount of \$3,060.00, reg: pulling motor and blower with boom truck on #2 machine and MCE blower #3, taking #2 machine to shop for repairs. Smith Industrial Services, Inc., inv# PSIO11688, dated 2/13/2025, in the amount of \$1,917.85, reg: cleaning (3) three lift stations and (1) siphon. Volkert, Inc. inv# 02401124, dated 2/13/2025, in the amount of \$3,975.00, reg: Norton Creek SS Inflow & Infiltration Rehab. Volkert, Inc. inv# 00601126, dated 2/13/2025, in the amount of \$4,595.00, reg: Celeste Road Growth & Development Study. Volkert, Inc. inv# 00501128, dated 2/13/2025, in the amount of \$3,565.00 reg: Celeste Road Sewer improvements near Camelot and Lafayette. After a proper motion and second, the Board voted 5-0 in favor of approving the combined invoices.

### **REPORTS OF OFFICERS**

Mr. Chairman ask Mr. Thames to research and report at next meeting of the details for a merger.

### **UTILITY DIRECTOR'S REPORT**

Mr. Vaughn informed the Board of the two (2) new employes doing a great job and the Tank has been painted.

### **ATTORNEY'S REPORT**

Stewart Thames reported on a new template that will be used for typing the minutes of the meetings and the ease for the office staff to proficiently bring them UpToDate.

### **ENGINEER'S REPORT**

Volkert reported on the current active Task Agreements. Volkert also asked for Task Agreement No. 31 – 2024 Municipal Water Pollution Prevention Annual Report to be placed on next meetings agenda.

### **GRANT ADMINISTRATOR'S REPORT**

Ms. Stallman was not present at this meeting.

**CHAIRMAN’S REPORT**

The Chairman

**EXECUTIVE SESSIONS:**

At approximately 6:13 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 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 potential 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 Mr. Thames 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 reconvened into open session. No further action was taken.

**ADJOURNMENT**

Having no further business to conduct, the Board moved to adjourn at approximately 6:23 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary