

**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, April 3, 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 and Drew Taylor were present; however, Will Keeney was not in attendance.

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

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

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

APPROVAL OF MINUTES

Motion was made to approve March 6 and March 20, 2025, meeting minutes. Motion passed.

OPEN DISCUSSION

No visitors were present at this meeting.

COMMITTEE REPORTS

1. Mr. Patel reported the completion of thirty-five (35) Alabama 811 locates and nine (9) complaint cards.
2. Mr. Thronson reported of fifty-five (55) completed maintenance of fire hydrants.

OLD BUSINESS

1. Mrs. Robinson updated the Board on the new hire search.
2. Mrs. Robinson also informed the Board about the new billing software, notified them of the date of the conversion, and provided a training update. Mrs. Robinson also added the upgrade to Windows 11 to the computers but there are three (3) computers that would not allow an upgrade; the Board granted Mrs. Robinson permission to buy three (3) new computers.

3. Mr. Thames IV gave updates on the GOMESA grant agreement, stating he wanted to clarify some terms in said agreement. Mr. Thames IV stated no response has been given at this time.
4. Mrs. Robinson reported to the Board of two (2) potential financial institutions to open an account for the Norton Creek SS Inflow & Infiltration Rehab project stating more information from the institutions will be needed to accomplish this goal.

NEW BUSINESS

1. Representatives from NP Strategy addressed the Board on the services they could offer for the company.
2. Representative from JJPR addressed the Board on the services they could offer for the company.

After the presentation of both companies the Board agreed to consider both companies and asked for this item to be placed on the next meeting Agenda, to be held on April 17, 2025.

3. Motion was made for Ms. Pringle, Office Assistant I, to receive a one-step merit increase. Motion passed unanimously.
4. Motion was made for Mrs. Ray, Office Assistant I, to receive a one-step merit increase. Motion passed unanimously.

INVOICES

Central Pipe Supply Inc., inv# S100406832.001, dated 3/19/2025, in the amount of \$1,467.53, reg: Stock items. After a proper motion and second, the Board voted 4-0 in favor of approving the combined water invoices.

Integrated Power Service, inv# 26323919, dated 3/31/2025, in the amount of \$1,775.00, reg: performed major PM inspection of generator located at the Front of WWTP. Smith Industrial Services, inv# PSI013954, dated 3/26/2025, in the amount of \$1,108.80, reg: video 8" sewer line on Industrial Parkway. Smith Industrial Services, inv# PSI014254, dated 3/31/2025, in the amount of \$1,058.75, reg: unstop plant. After a proper motion and second, the Board voted 4-0 in favor of approving the combined invoices.

REPORTS OF OFFICERS

UTILITY DIRECTOR’S REPORT

Mr. Vaughn reported on the completion of the sewer line moved on Celeste Road (Bear Run Subdivision). Mr. Vaughn reported on the costs from AquaSmart; he also informed the Board what is wrong and what it will take to repair the generator at the Wastewater Treatment Plant; the Board asked Mr. Vaughn to bring more information on fixing this generator alongside his proposal.

ATTORNEY’S REPORT

No further report currently.

ENGINEER’S REPORT

Mr. Miller reported on the active task agreements. Mr. Miller also reminded the Board about the MWPP resolution to be approved on the May 1, 2025, meeting.

GRANT ADMINISTRATOR’S REPORT

No further reports at this meeting.

CHAIRMAN’S REPORT

No report at this meeting.

ADJOURNMENT

Having no further business to conduct, the Board moved to adjourn at approximately 6:42 p.m.

Chairman

Secretary