

**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 17, 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; and John Vaughn, Utilities Director, was present.

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

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

**APPROVAL OF MINUTES**

Motion was made to approve April 3, 2025, meeting minutes. Motion passed.

**OPEN DISCUSSION**

Representative, on behalf of Oakley Partners HPG LLC, (the “Oakley”)asked the Board questions about the Oakley’s water bills from 2023 and requested that the Board give a credit. After further discussion a motion was made to reject the Oakley’s request for a credit at this time. Motion passed unanimously. The Board reiterated that it was willing to take up this matter again if the Oakley could provide evidence showing that it was owed a credit for water and sewer usage in 2023.

**COMMITTEE REPORTS**

1. No reports at this meeting.

**OLD BUSINESS**

1. Mr. Vaughn gave updates of one new hire and one potential hire.
2. Mrs. Robinson informed the Board of one OA II.
3. Mrs. Robinson updated the Board on our new billing software.

4. Mr. Thames IV gave updates on the GOMESA grant agreement.
5. Motion was made for the Board to engage with JJPR, motion passed unanimously. This item is to be placed on the next meeting's agenda for the Board to state.
6. Mrs. Robinson reported to the Board of the financial institution to open an account for the Norton Creek SS Inflow & Infiltration Rehab project. Motion was made to open an account with said financial institution for the Norton Creek SS Inflow & Infiltration Rehab project. Motion passed unanimously.

### **NEW BUSINESS**

1. Mrs. Robinson asked the Board to consider an increase on the amount of the return check fee charged since the Saraland Water and Sewer Service charges now is less than what financial institutions charge the Saraland Water and Sewer Service for a returned check. Motion was made for the fee for return checks to be \$40.00. Motion passed unanimously. Mrs. Robinson also asked the Board to consider no charge for ACH payments. Motion was made for the ACH fee to be dropped. Motion passed unanimously. Mrs. Robinson asked the Board to consider the discontinuation of cleanup meters. Motion was made and passed to eliminate cleanup meters.
2. Mrs. Robinson reminded the Board that it was time for it to consider whether it wanted to renew its AD in the City of Saraland Magazine. Motion was made for Saraland Water and Sewer Service to place an AD in the City of Saraland Magazine. Motion passed unanimously.

### **INVOICES**

Pace Analytical Services, LLC., inv# 2535661848, dated 4/07/2025, in the amount of \$2,172.00, reg: UCMR5\_SE1\_DEC2024\_RS2. Volkert, Inc., inv# 01203097, dated 4/3/2025, in the amount of \$4,057.50, reg: General Engineering Services. Volkert, Inc., inv# 00703099, dated 4/3/2025, in the amount of \$3,090.00, reg: PFAS Treatment Study. After a proper motion and second, the Board voted 5-0 in favor of approving the combined water invoices.

Volkert, Inc., inv# 02603096, dated 4/3/2025, in the amount of \$3,665.00, reg: Norton Creek SS Inflow & Infiltration Rehab. Volkert, Inc., inv# 01503098, dated 4/3/2025, in the amount of \$2,170.00, reg: General Engineering Services. Volkert, Inc., inv# 00703100, dated 4/3/2025, in the amount of \$1,550.00, reg: Celeste Rd. Sewer improvements near Camelot & Lafayette. Volkert, Inc., inv# 00103101, dated 4/3/2025, in the amount of \$1,065.00, reg: 2024 MWPP Annual Report. After a proper motion and second, the Board voted 5-0 in favor of approving the combined invoices.

**REPORTS OF OFFICERS**

**UTILITY DIRECTOR’S REPORT**

Mr. Vaughn reported on the new fence the outside men replaced at one of the Lift Station and would like to replace at three more locations soon. Mr. Vaughn also informed the Board of an ADEM inspection of the Wastewater Treatment Plant.

**ATTORNEY’S REPORT**

No further report currently.

**ENGINEER’S REPORT**

Mr. Brymer reported on the active task agreements. Mr. Brymer also explained Task Agreement number 30; a motion made for Mr. Thronson to sign Task Agreement No. 30 (Celeste Road sewer improvements) Motion passed unanimously.

**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 7:11 p.m.

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Chairman

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Secretary