

**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, July 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: John Vaughn, Utilities Director, was present.

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

GUESTS: Thomas Brymer, Jett Byrne, and Ray Miller from Volkert, Cara Stallman from Grant Management, LLC and Kimberly Pendley from Avizo were in attendance.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

APPROVAL OF MINUTES

Motion was made to approve June 19, 2025, meeting minutes. Motion passed 5-0.

OPEN DISCUSSION

COMMITTEE REPORTS

1. Mr. Patel reported that since our last meeting 60 locates have been completed, 15 complaints have been resolved.
2. Mr. Keeney reported that 4 new taps, 1 new sewer lateral, 3 repaired service lines and angle stop repair.

OLD BUSINESS

1. Mr. Vaughn gave updates on new hires and summer workers.
2. Mr. Thames updated the GOMESA grant agreement. Motion was made to authorize Mr. Thronson to negotiate and enter into the agreement subject to review by legal. Motion passed 5-0.

3. Mr. Brymer updated the Board on the Celeste Road Sewer Improvement Project, working on bond insurance information to get the contract executed.
4. Mr. Brymer updated the Board on the Norton Creek SOQs for CEI Services; Motion was made to authorize Mr. Thronson to negotiate an agreement subject to review later. Motion passed 5-0.
5. Motion was made to authorize Mr. Thronson to enter in agreements with Ardurra and other contractors relating to the Norton Creek Project. Motion passed 5-0.
6. Motion was made to approve a separate Maynard Nexsen engagement letter related to legal work associated with the Norton Creek Project. Motion passed 5-0.
7. Mr. Vaughn had no updates on the Tank Maintenance Contract.
8. Mr. Vaughn informed the board of the sewer overflow by the sewer plant.

NEW BUSINESS

1. Ms. Pendley reported to the Board the 2024 September and October financials.
2. Motion was made to move forward with the Avizo group regarding proposal regarding additional accounting support at their hourly rate. Motion passed 5-0. The Board noted that it will review this arrangement monthly.
3. Ms. Stallman presented her annual contract renewal. Mr. Thronson proposed a 10% increase. Motion was made and passed 5-0. Ms. Stallman will provide an updated contract.
4. Motion was made to renew the Saraland Area Chamber of Commerce Membership. Motion passed 5-0.

INVOICES

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 informed the board how hard the staff has worked to keep everything running.

ATTORNEY'S REPORT

No further report currently.

ENGINEER'S REPORT

1. Mr. Brymer recommended moving forward with Norton Creek Project Part B & C. Motion was made. Motion passed 5-0.
2. Motion to pass Part A was made. Motion passed 5-0.

GRANT ADMINISTRATOR'S REPORT

Ms. Stallman discussed two new energy grants that are available.

CHAIRMAN'S REPORT

No report at this meeting.

EXECUTIVE SESSION:

At approximately 6:39 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 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

Following executive session, the Board moved to adjourn at approximately 7:05 p.m.

Chairman

Secretary