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, Aug 7, 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, Jett Byrne, and Ray Miller from Volkert, Cara Stallman from Grant Management, LLC, and Jennifer Jenkins from JJPR.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

APPROVAL OF MINUTES

Motion was made to approve July 17, 2025, meeting minutes. Motion passed 5-0.

VISITOR'S WELCOME & OPEN DISCUSSION

Jerrad Holloway with Armorock discussed the recent repairs at the WWTP and gave information regarding polymer manholes.

COMMITTEE REPORTS

1. Mr. Taylor reported the purchase of four new tires for Truck #33.
2. Mr. Keeney reported the repair of two services lines, installed a fire hydrant, asphalted five leak sites, replace a fire hydrant at sewer plant, repair four leaks, replaced an angle stop, and installed two taps.
3. The Chairman asked Mr. Patel to review the SWSS's finances and report back to the Board with any suggestions.

OLD BUSINESS

1. Mr. Vaughn gave updates on new hires.
2. Mr. Brymer is waiting for appropriate insurance documentation on the Celeste Road Sewer Improvement Project.
3. Mr. Brymer updated the Board on the Norton Creek SOQs for CEI Services.
4. Mr. Vaughn had no updates on the Tank Maintenance Contract.
5. Ms. Robinson stated a couple computers need to be upgraded and she will get prices for the Board.

NEW BUSINESS

1. Jennifer Jenkins from JJPR gave an update to the Board regarding the onboarding meeting and she discussed a new initiative to educate customers and increase engagement.
2. The 2025-2026 holiday schedule was presented to the Board. After some discussion, the Board asked Ms. Robinson to reevaluate some of the dates and present it at the next Board Meeting.
3. Merit Increase for John Vaughn. Motion was made for a 10% raise for Mr. Vaughn. Motion passed 5-0.
4. Merit Increase for Nicole Robinson. Motion was made for a 10% raise for Ms. Robinson. Motion passed 5-0.

INVOICES

After a proper motion and second, the Board voted 5-0 in favor of approving the combined water and sewer invoices.

REPORTS OF OFFICERS

Ms. Robinson informed the board that one employee has passed his test period. She suggested opening an Operator Trainee Position.

UTILITY DIRECTOR'S REPORT

Mr. Vaughn updated the Board on the sewer manhole emergency located near Bethal Forrest Drive.

ATTORNEY'S REPORT

Mr. Thames reported that they are reviewing the Norton Creek Ardurra agreement and will provide comments to Ardurra shortly.

ENGINEER'S REPORT

Mr. Brymer reported on the Task Agreement 32 for the GOMESA Project. Motion was made to accept the Task Agreement 32. Motion passed 5-0.

GRANT ADMINISTRATOR'S REPORT

Ms. Stallman discussed with the Board the value of opening a separate bank account for certain grant funds.

CHAIRMAN'S REPORT

No report at this meeting.

ADJOURNMENT

Having no further business to conduct, the Board moved to adjourn at approximately 6:24 p.m.

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Chairman

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Secretary