

**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, December 4, 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; Vice-Chairman; O’Neil Robinson, Nikhil Patel, William Keeney, and Drew Taylor were present.

**STAFF PRESENT:** John Vaughn, Utilities Director and Saturn Ezell, Secretary-Treasurer were present.

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

**GUESTS:** Cara Stallman from Grant Management, LLC and Kimberly Pendley from Avizo were in attendance.

**DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

None.

**APPROVAL OF MINUTES**

Motion was made to approve November 20, 2025, meeting minutes. Motion passed 5-0.

**VISITOR’S WELCOME & OPEN DISCUSSION**

No visitors attended this meeting.

**COMMITTEE REPORTS**

1. Mr. Keeney reported on the repair of two (2) water service lines, a sewer line and an angle stop. Replaced an angle stop on Powell St.
2. Mr. Patel reported seven (7) customer concern cards being worked.

**OLD BUSINESS**

1. The Celeste Road Improvement Project construction has begun.
2. The Norton Creek I & I Rehabilitation Project contracts have been executed, and a pre-construction meeting has been scheduled.

**NEW BUSINESS**

1. The 2026 CDBG Application was decided to be discussed at the next meeting.
2. Ms. Stallman presented a letter for the GOMESA No-cost Extension to be signed.
3. Ms. Pendley reported to the Board the 2024 December and the Three Months Ended December 31, 2024, financials.

### **INVOICES**

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

### **REPORTS OF OFFICERS**

Mr. Patel would like to establish evaluation forms for employee performance. Mr. Thames, Mr. Vaughn and Ms. Robinson will put together the criteria for the employees.

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

1. Mr. Vaughn reported on a few Operator Trainees coming in for interviews and another person who is a machinist, electrician and a welder will interview as well.
2. A quote will be received this week for the frontage and roof repair on the maintenance building.

### **ATTORNEY'S REPORT**

Mr. Thames suggested officially cancelling the January 1<sup>st</sup>, New Year's Day, meeting. A motion was made to cancel the January 1, 2026, meeting. Motion passed 5-0.

### **ENGINEER'S REPORT**

Mr. Brymer reported needing to update the letters to say purchasing the road and treatment site for the Wastewater Treatment Plant. A motion was made to approve of sending certified letters to property owners and authorizing Mr. Thronson's signature. Motion passed 5-0.

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

None.

### **CHAIRMAN'S REPORT**

None.

### **ADJOURNMENT**

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

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Chairman

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Secretary