

Beulah Utilities District  
Minutes of Regular Board of Directors Meeting  
March 17, 2015  
5320 Lee Road 270 Valley, AL 36854  
6:00 pm CST

The Board of Directors of Beulah Utilities District met in a regular meeting on March 17, 2015 at the Beulah Water Department.

1. **WELCOME**

Chairman Sims welcomed those in attendance.

2. **CALL TO ORDER**

Chairman Sims called the meeting to order.

3. **ROLL CALL**

The following Board Members were present: Shane Franks, James Majors, Leon McCloskey, Dan Roberts and Lamar Sims. Absent: None.

Visitors in Attendance - See attached Visitor Sign In Sheet.

4. **DECLARE QUORUM**

After the roll was called, Chairman Sims declared that a quorum was present.

5. **ADOPT AGENDA**

Chairman Sims presented the proposed agenda for adoption. Mr. Franks motioned to adopt the agenda. Motion was seconded by Mr. Roberts and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES** February 17 & 24, 2015

Chairman Sims asked for approval of the minutes from the February 17, 2015 Regular Meeting and the February 24, 2015 Work Session. Mr. Franks motioned to approve the minutes. Motion was seconded by Mr. Majors. The motion was unanimously adopted and the minutes were approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

Chairman Sims reviewed the Financial Statements for February 2015 as well as for the year to date. Chairman Sims stated that much of the loss shown in the Water Department statements was due to startup costs that would not be recurring. Mr. Roberts motioned to approve the financial statements. Motion was seconded by Mr. Majors and the financial statements were approved unanimously.

8. **OLD BUSINESS**

a. **GMC System Update**

Mr. Josh Pierce from the District's engineering firm Goodwyn, Mills & Cawood, Inc., was recognized to present recommendations for improving water service to District customers. Mr. Pierce stated that, as previously approved by the Board in May of 2014, the District would be divided into two separate hydraulic zones. He recommended that repairs and improvements be made to the storage tank located off of Highway 29 behind Anna's Way so that it could be brought back into service. He stated that this project had an approximate construction budget of \$375,000 and would take approximately 6-8 months to complete. He next recommended that the water main along Lee Road 270 be upgraded to 12" pipe to allow for better water flow. He mentioned that this project had an approximate budget of \$1,400,000 and would take approximately 6-8 months to complete. Finally, he recommended that the District consider constructing elevated water tanks in the eastern hydraulic zone to help with the pressure issues the Lake Harding area was experiencing. Mr. Pierce stated that the storage tank improvements and Lee Road 270 water main upgrade projects were already in the design phase.

Mr. Pierce also briefed the Board of the recommendations from the 2010 Engineer's Report that were still valid. The first of these recommendations was the need for a telemetry system to help District personnel better monitor what was going on in the system. The second recommendation was pipe looping for redundancy and increased pressure and flow. The final recommendation was replacement of undersized mains.

Mr. Pierce stated that projections of construction costs for the Highway 29 storage tank and Lee Road 270 water main projects exceeded the remaining bond funds by approximately \$521,470.33.

Mr. Pierce informed the Board of two possible funding mechanisms in ADECA Community Development Block Grants and USDA Rural Development loans and grants.

Mr. Pierce told the Board that the Bond holder expected all work to be completed by the end of 2017 and that there was time to make a decision about how to proceed.

Mr. Roberts asked what the plan would do with the existing storage tank. Mr. Pierce replied that the tank would be brought back online and used for storage as the District currently did not have any way to store water.

Chairman Sims asked how they would avoid having issues with stagnant water inside the storage tank. Mr. Pierce said that part of the tank rehabilitation project would include the installation of a mixing system.

Mr. Toby Westfall asked if the Board would have to rely on the grants mentioned earlier to pay for the projects. Mr. Pierce said that he was just bringing information to the Board on possible funding mechanisms for the projects.

Mr. B.J. Crenshaw, 52 Lee Road 965, asked if the storage tank improvements would help with the water pressure issues he had been experiencing at his house on Lee Road 383. Mr. Pierce said that since water had to travel such a long way to get to the east side of the District, pressure was lost during the transmission. He said that this was further compounded by the small diameter water lines in that part of the system as well. Mr. Pierce said that the improvements he was presenting tonight were part of a phase process of building up the infrastructure of the district to meet the demand for water. Mr. Pierce stated that while, individually, one of the improvements might not completely fix a water pressure problem, a customer might notice a slight improvement. He said that all of the projects combined would lead to consistent water pressure across the entire District. Mr. Crenshaw also inquired about a building a pumping station. Mr. Pierce stated that pumping stations could be an alternative but that using a gravity system was preferable.

Mr. James Hudmund suggested that Smiths Station could provide water to the District in an emergency.

Mr. McClosky asked about what kind of pipe currently ran along Lee Road 270 out past the fire station. He was informed that a 6" line tied in to a 10" line.

Chairman Sims asked Mr. Pierce to brief everyone on the Lee Road 379-380 loop project they had discussed and how that project might help. Mr. Pierce said that one of the short term improvements would be to place about 700' of 8" water line along Lee Road 835 to connect the lines along Lee Road 379 and Lee Road 380 to give the water another way to get to the more densely populated Lee Road 380. Mr. Pierce stated that this project could be started within the next few months and could be handled by Clearwater.

Mr. Sims stated that the District did have money in savings which could be used to fund some of the improvement projects.

Scott Windsor, 3077 Lee Road 270, asked that the Board think long term when planning and approving the new infrastructure.

Mr. Crenshaw asked if the Lee Road 379/380 Loop project would affect fire protections. Mr. Pierce said that it would help a little but that small mains would still be a problem.

The Honorable Robert Ham, Lee County Commissioner, stated that he felt that the County Commission would gladly help the District obtain an ADECA grant but that currently there was an application in for a grant for a senior center and the District might not be able to put in a grant application for the District until the senior center was completed.

Mr. Houston Black from Clearwater stated it would help the Water Department to know what the prices for the projects would be so they could prioritize which one needed to be done first.

Mr. McCloskey motioned to get a price on the Lee Road 379/380 project. Mr. Roberts seconded the motion and it was approved unanimously by the Board.

Mr. Franks motioned to start the bid process on the storage tank and Lee Road 270 projects. Mr. Majors seconded the motion and it was approved unanimously by the Board.

b. Policy And Procedure Handbook Update

Chairman Sims stated that during the February 24 Work Session, the Board was able to go through the remaining portions of the Policy manual not covered during the February 17 meeting and that after consultations with Clearwater and the Board Attorney, the final updated Policy Manual was ready for approval. The Board discussed setting a deposit amount of between \$60-\$120 based on a customer's payment history but given the lack of defined criteria for determining the customer's standing it was decided to set a flat deposit amount of \$60. Mr. Franks motioned to approve and adopt the updated Policy Manual. The motion was seconded by Mr. Majors and unanimously passed and the Policy Manual was adopted.

9. **NEW BUSINESS**

a. **Fire Department Report**

Chief Jacob Geiger was recognized to give the report on the Fire Department. He stated that the Department ran 86 calls in February, 13 of which were house fires. He stated it was one of the busiest Februarys in the Department's history.

Chief Geiger mentioned that 20 of the District's 26 volunteer firefighters had signed up for the online training course discussed at the last regular meeting. He stated that he hoped those firefighters would be certified by November.

Chief Geiger said that the Fire Committee was finalizing the Policy Handbook for the Fire Department and that hopefully it would be ready for approval in April.

Chief Geiger stated that the Lee County Sherriff's Department had asked that the District donate its surplussed fire engine for use as a SWAT vehicle. Mr. Franks motioned to donate the fire engine. Mr. McCloskey seconded the motion. Mr. Franks asked how much the truck could be sold for. Chief Geiger replied that it possibly could sell for \$12-15,000 but the district had received no interest from anyone since it would cost about twice as much to put it back into service. Mr. Majors abstained from voting, as he was employed with the Lee County Sherriff's Department. The motion was unanimously approved by the remaining board members to donate the fire engine to the Lee County Sherriff's Department.

Chief Geiger next asked the Board to approve the purchase of new extrication equipment for the Fire Department. He said that the low bid for the equipment came from NAFECO and was \$21,299.00. He stated that this was a budgeted item. Mr. Roberts motioned to purchase the equipment. Motion was seconded and unanimously approved to purchase the extrication equipment from NAFECO for \$21,299.00.

Chairman Sims stated that with East Alabama no longer managing the Fire Department, it was necessary to have Clearwater perform those duties. Chairman Sims stated that it would cost about \$600.00 per month. Chief Geiger stated that if the fire department were to take over these duties, they would need to hire a secretary to handle them. Mr. Franks motioned to pay Clearwater an extra \$600.00 a month to manage the Fire Department. Motion was seconded by Mr. Majors and unanimously approved by the Board.

b. **ClearWater Solutions Report**

Mr. Houston Black was recognized and briefed the Board on the three adjustments that had been received the previous month. He stated that the first adjustment was for Mr. Theodore Treeman for \$847.65. The second adjustment was for Mr. Charles C. Johnson for \$101.60. The third adjustment was for David Trussell for \$438.45. Mr.

Franks motioned to approve the adjustments. Motion was seconded by Mr. Roberts and unanimously adopted and the adjustments were approved.

Mr. Black requested that the Board approve the purchase of a computer and printer for the Water Office drive thru. He stated that he received a price of \$1,865.00 from CNI. Mr. McCloskey motioned to purchase the equipment for \$1,865.00. Motion was seconded by Mr. Majors and unanimously approved.

Mr. Black requested the Board approve the purchase of a compactor to help repair the roads after work was done to water lines. He stated that he received a price of \$1,900.00 for a used compactor and a price of \$2,808.94 for a new one. Mr. Majors motioned to by the new compactor for \$2,808.94. Mr. Roberts seconded the motion and it was approved unanimously by the Board.

Mr. Black then requested the Board approve the purchase and installation of a security system for the Water Office. He stated that he received a price from ADT of \$498 for the installation and a monthly fee of \$51.99. He stated that the District would own the alarm equipment. Mr. Franks motioned to approve the purchase of the alarm system. Motion was seconded by Mr. Roberts and unanimously approved.

Mr. Black then briefed the Board on Clearwater's activities over the past month.

Mr. Black stated that Clearwater was due \$8,990.90 for expenditures for the month of February 2015. Mr. Franks motioned to pay Clearwater \$8,990.90 for its February 2015 expenditures. Motion was seconded by Mr. Roberts and unanimously approved.

10. **OTHER BUSINESS**

None.

11. **CITIZEN COMMUNICATIONS ON NON-AGENDA ITEMS**

Mr. James Hudmund was recognized and stated that Houston Black had helped remove the black eye from the District's image.

Mr. B.J. Crenshaw, 52 Lee Road 965, was recognized and stated that he appreciated the Board listening to his pleas for help with his water pressure issues.

There being no further business, Mr. Franks motioned to adjourn. Motion was seconded by Mr. Roberts and unanimously approved and the meeting was adjourned at 7:24 p.m. C.S.T.

Signed \_\_\_\_\_

