

Beulah Utilities District  
Minutes of Regular Board of Directors Meeting  
November 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 November 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: Dan Roberts, James Majors, Linda Holt and Lamar Sims.

Absent: Shane Franks

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. Ms. Holt motioned to adopt the agenda. Motion was seconded by Mr. Majors and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES**      October 20, 2015

Chairman Sims asked for approval of the minutes from the October 20, 2015 Regular Meeting. Mr. Roberts motioned to approve the minutes. Motion was seconded by Ms. Holt and the minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

Chairman Sims reviewed the financial statements. He mentioned that several of the banks accounts listed on the statements had been consolidated and the funds transferred according to the plan approved at the October Board meeting. Mr. Majors motioned to accept the financial statements. Motion was seconded by Mr. Roberts and the Financial Statements were unanimously accepted.

8. **OLD BUSINESS**

A. Update on Hwy. 29 Tank, Lee Road 270 and 375 Projects

Mr. Houston Black from Clearwater summarized a memo from Mr. Joshua Pierce from the District's engineering firm, Goodwyn, Mills & Cawood, Inc. (GMC) concerning the status of the various projects currently ongoing in the District. The Tank project was at roughly 42% completion with substantial completion of the project anticipated in the next two weeks. The installation of water main piping is progressing on schedule and the project is at 72% completion. The Lee Road 375 project was behind schedule. Work had not yet begun as there was a problem with the boring subcontractor and a new one had to be brought in.

B. Update on Opelika Water Contract

Chairman Sims stated that the District had forwarded Opelika a signed copy of the Water Supply Agreement and that the Opelika Water Board had approved the Agreement at their last meeting. He said he expected Opelika representatives to sign the Agreement soon.

C. Update on ARWA Leak Detection Service

Mr. Black was recognized and told the Board that, per its instructions at the last meeting, he had put together an overtime rate for District employees to assist the Alabama Rural Water Association in detecting leaks in the District. He said that he came up with a rate of \$49.50 per employee. He mentioned that due to safety reasons, a minimum of two employees would be working each night with the ARWA representatives. Chairman Sims reminded the Board that the ARWA portion of the project would be done at no cost to the District.

Mr. Majors motioned to approve of ARWA performing the leak detection service in the District. Motion was seconded by Mr. Roberts and unanimously approved.

D. Update on Board Compensation

Chairman Sims stated that the Committee appointed to look into the matter of Board Member Compensation had discovered in the minutes from a 1994 Lee County Commission meeting a resolution setting out the compensation of the District's Board members. Chairman Sims stated the District would ask the county Commission to pass a new resolution to bring the compensation in line with what was currently done. Ms. Holt motioned to authorize the District's Attorney to draft a resolution to send to the County Commission. Motion was seconded by Mr. Roberts and unanimously approved.

E. Update on Purchase of Mobile Home for Station #2

Fire Chief Jacob Geiger was recognized and stated that a 16' x 72' mobile home had been purchased and the water meter on the site had been moved. He stated that work on the site should start in the next couple of days and that it would be at least two weeks before the Station was ready to be occupied.

F. Update on Funding Options for Fire District

Chairman Sims stated that the District had gotten a list from Lee County 911 of the addresses in the District but that the list is old and not in a workable format. He stated that an updated list would be compiled in March of 2016.

9. **NEW BUSINESS**

A. Fire Dept. Report

Chief Geiger was recognized to give a report on the Fire Department. He stated that in October the Department ran 87 emergency calls, 9 of which were fire calls.

He said that the Volunteer 160 Certification class grades were back and that four of the District's volunteers had passed all the tests on the first try. He said a few others would need to be retested in certain areas. The Chief asked the Board to approve rewarding the four who passed the course with a steak dinner. He said that those who needed to retest will be rewarded once they've passed the course. Mr. Majors motioned to approve the request. Motion was seconded by Mr. Roberts and unanimously approved.

He informed the Board that the Fire Department Christmas Party would be held on December 12 at 6:30 p.m. C.S.T. at Station #1. He said it was being funded by the Fire Department Association and not the District. He invited all the Board members and their families to attend.

Chief Geiger presented the Board with a proposal to add a new permanent full time employee to the Fire Department. He said that this employee would allow

the Department to staff Station #2 with two firefighters, which would help with the District's ISO rating, and that the new employee would also help fill in for when Captains were out. He stated that the compensation would be between \$9 and \$11 per hour depending on the experience of the person hired which came to roughly \$1,800 every two weeks. He stated that the money for this position was budgeted. Hearing no motion, the Board took no action on the matter.

B. Clearwater Solutions Report

Mr. Houston Black was recognized to give the Clearwater Report for the Month of October.

He presented the Board with Pay Request #3 from L&K Contracting Co. for the Highway 29 Water Main project in the amount of \$149,103.80. He said that GMC said that everything was in order and with this pay request, the project budget was 72% complete. Mr. Roberts motioned to pay the pay request. Motion was seconded by Mr. Majors and unanimously approved.

He next presented the Board with Pay Request #2 from Dixie Painting & Sandblasting, Inc. for the Tank Project in the amount of \$109,012.97. He stated that the project had reached 42% budget completion and that GMC stated that everything was in order. Mr. Roberts motioned to pay the pay request. Motion was seconded by Mr. Majors and unanimously approved.

Mr. Black then presented the Board with a bill from GMC for the Tank and Highway 29 projects in the amount of \$15,508.18 for the work it had done for the District. Mr. Roberts motioned to pay the pay request. Motion was seconded by Mr. Ms. Holt and unanimously approved.

Mr. Black also presented a bill from GMC for the Lee Road 375 project in the amount of \$3,200. Mr. Majors motioned to pay the bill. Motion was seconded by Ms. Holt and unanimously approved.

Mr. Black briefed the Board on some changes he wanted made to the District's Policy Manual as it concerned the procedure for handling late payment of bills. He said this policy language change would bring it in line with what the District's bond holders required. Mr. Majors motioned to approve the policy language changes. Motion was seconded by Ms. Holt and unanimously approved.

He stated that there were two qualifying requests for rate adjustments for October:

Jerry Walston	\$133.55
Jill McKnight	\$242.50

Ms. Holt motioned to approve the qualifying adjustment requests. Motion was seconded by Mr. Majors and the rate adjustments were unanimously approved.

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

Mr. Black presented the Board with a request from the Water Department to purchase a Valve Box Locator. He stated that the low price had come from Consolidated Pipe in the amount of \$980.00. Mr. Roberts motioned to purchase the Valve Box Locator from Consolidated Pipe for \$980.00. Motion was seconded by Mr. Majors and unanimously approved.

He also presented the Board with a request to purchase a pipe rack for the GMC 1-Ton pickup. He stated that he had a quote of \$1,095 from Knapehide. Mr. Roberts motioned to purchase the pipe rack from Knapehide for \$1,095. Motion was seconded by Mr. Majors and unanimously approved.

10. **OTHER BUSINESS**

Chairman Sims asked Mr. Black to be ready to summarize the District's Drought Plan at the next meeting.

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

Mr. Daniel Reeves, 530 Lee Road 272, was recognized and asked what it would take to have a 6" water main installed on his road so that he could request that a fire hydrant be installed. Mr. Black was asked to prepare an estimate on the cost of replacing the 3" line with a 6" line. Chief Geiger told Mr. Reeves that the staffing of Fire Station #2 and the ISO re-grading should help with his insurance rates until the fire hydrant could be put in place.

Chairman Sims stated that the next Regular Meeting would be at 6:00pm C.S.T. on December 15, 2015.

There being no further business, Ms. Holt motioned to adjourn. Motion was seconded by Mr. Majors and unanimously approved and the meeting was adjourned at 6:52 p.m. C.S.T.

Signed \_\_\_\_\_

