

Beulah Utilities District  
Minutes of Regular Board of Directors Meeting  
January 19, 2016  
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 January 19, 2016 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: Linda Holt, Shane Franks, James Majors, Dan Roberts and Lamar Sims.

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. Roberts motioned to adopt the agenda. Motion was seconded by Mr. Franks and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES** December 15, 2015

Chairman Sims asked for approval of the minutes from the December 15, 2015 Regular Meeting. Mr. Franks 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. Mr. Majors motioned to accept the financial statements. Motion was seconded by Mr. Franks and the Financial Statements were unanimously accepted.

8. **OLD BUSINESS**

A. Project Update

Mr. Houston Black from Clearwater was recognized to summarize 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. Mr. Black stated that the Lee Road 270 Water Main Project was nearing completion but progress had slowed, and was now behind schedule, due to a conflict with other utilities near Highway 29. He said that a resolution would be reached soon so that the project could be finished. He said that the Highway 29 Tank Project was also nearing completion with only some electrical work remaining to be done. Concerning the Lee Road 375 Relocation Project, he said that testing of the new pipe was underway. He said that the testing would be completed soon and that he expected the line to pass.

Chairman Sims mentioned that with the Lee Road 270 Project behind schedule, the District's upcoming ISO re-grading may be negatively affected as the District was counting on the increased pressure and volume resulting from the new line. He stated that the District may need to explore postponing the ISO re-grading. Mr. Black stated that he made the contractor on the project aware of the re-grading date and that the contractor felt that the project would be complete by then. Mr. Black mentioned that with all the work the District had done to get ready for the re-grading, moving the date back would be preferable in case the project was not completed in time. Fire Chief Jacob Geiger mentioned that he had sent out inquiries about pushing the re-grading date back but that he had yet to hear back.

9. **NEW BUSINESS**

A. Fire Dept. Report

Chief Geiger was recognized to give a report on the Fire Department. He stated that in December the Department ran 77 emergency calls. For the year the Department responded to a total of 1,057 emergency calls, which was a lot for a district the size of Beulah.

He stated that Fire Station 2 was manned and fully operational. The only items remaining to be completed were the installation of a radio system and a skirt around the mobile unit. He stated that he would have an analysis of the total costs of the project to present at the next Board meeting.

Chief Geiger stated that the Department was in the process of finalizing everything for the ISO re-grading and that it would be ready for the re-grading on February 16. He stated that he had contacted the District’s Field Representative to find out what the District’s options were regarding pushing the date back to ensure that the Lee Road 270 Project was completed and that he was waiting to hear back from him.

Chief Geiger concluded by saying that all grants had been submitted and that the District should hear back on whether or not they would receive any money by April or May.

**B. Clearwater Solutions Report**

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

He stated that there were three qualifying requests for rate adjustments for December:

Helen F. Cartwright	\$266.25
Herman Green	\$222.30
Robert Teasley	\$121.80

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

Mr. Black then conducted the Leak Incentive Program drawing for December.

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

Ms. Holt thanked Mr. Black and District workers for working on Christmas Eve and Christmas Day to find and fix a main leak. Mr. Black said that since it appeared that lightning had caused the break, the District had applied with the County EMA to get some FEMA money to cover the cost of fixing the pipe.

Mr. Black presented the Board with a bill for \$5,002.13 from GMC for the work it had done on the Lee Road 270 Project. Mr. Franks motioned to pay the pay request. Motion was seconded by Mr. Roberts and unanimously approved.

He next presented the Board with Pay Request #4 from Dixie Painting & Sandblasting, Inc. for the Highway 29 Tank Project in the amount of \$156,527.60. Mr. Roberts motioned to pay the pay request. Motion was seconded by Mr. Majors and unanimously approved.

He then presented the Board with Pay Request #5 from L&K Contracting Co. for the Lee Road 270 Water Main project in the amount of \$61,583.61. Mr. Franks motioned to pay the pay request. Motion was seconded by Mr. Majors and unanimously approved.

Mr. Black also presented the Board with Pay Request #1 from L&K Contracting Co. for the Lee Road 375 Relocation Project in the amount of \$41,762.00. Mr. Majors motioned to pay the pay request. Motion was seconded by Mr. Franks and unanimously approved.

C. Audit Report

Mr. Jeff Hilyer, CPA and Ms. Jackie Moon, CPA from the District's accounting firm, Hilyer & Associates, were recognized to present the Audit Report for the Year Ending August 31, 2014. Mr. Hilyer stated that the Report was a qualified opinion because during the audit they could not account for the value of assets put into the system several years ago. He recommended that the District explore having that qualification removed from the audit opinion. He said that this could be done by having the District, his firm and the engineers conduct studies to be able to provide estimates on the costs and values of the older assets.

Mr. Majors motioned to allow Chairman Sims to determine the costs of working with the various parties to resolve the qualification on the Audit. Motion was seconded by Mr. Franks and unanimously approved. Chairman Sims stated he would try to have a cost report ready for the next meeting.

Mr. Roberts motioned to accept the audit report. Motion was seconded by Mr. Franks and the audit report was unanimously accepted.

10. OTHER BUSINESS

Chairman Sims presented new Internal Control Policies to the Board. Mr. Majors motioned to adopt the new Internal Control Policies. Motion was seconded by Ms. Holt and the new policies were unanimously adopted.

11. CITIZEN COMMUNICATIONS ON NON-AGENDA ITEMS

None.

Chairman Sims stated that the next Regular Meeting would be at 6:00pm C.S.T. on February 16, 2016.

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

Signed \_\_\_\_\_

