

Beulah Utilities District
Minutes of Regular Board of Directors Meeting
May 16, 2017
5320 Lee Road 270 Valley, AL 36854
6:05 pm CST

The Board of Directors of Beulah Utilities District met in a regular meeting on May 16, 2017 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, David Jackson, James Majors, Shane Franks 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. Majors motioned to adopt the agenda. Motion was seconded by Ms. Holt and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES** April 18, 2017

Chairman Sims asked for approval of the minutes from the April 18, 2017 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 April financial statements. Mr. Majors motioned to approve the April financial statements. Motion was seconded by Mr. Jackson and the April financial statements were unanimously approved.

8. **OLD BUSINESS**

A. Engineer's Report on Pending System Updates

Chairman Sims said that he and Houston Black had met with the engineer to sign the documents to submit to the USDA. He stated that the USDA was currently reviewing the documents to ensure everything was in order and that it would likely be 45-60 days until the loan would get through the approval stage. He then stated that, depending on the funding available to the USDA, they would decide whether they could receive the full amount asked for, or a lower amount.

B. Update on Lee Road 370 Line Relocation

Mr. Houston Black was recognized to give an update on the project. He said that all seven of the meters were installed but only two were connected to the houses. The other five services have been laid down until a stopping point on the driveway because the driveway had to be re-graveled before they could continue.

C. Report on 4 Acre Tract Appraisal

Mr. Stephen Clay informed the Board that if they wished to sell the property they would first have to adopt a resolution declaring the property surplus to the District's needs. Mr. Franks motioned to adopt Resolution 2017-001, declaring the 4 acre property surplus to the District's needs. Motion was seconded by Mr. Majors and unanimously approved.

The Board then discussed various options for selling the property including offering the property to one of the neighboring landowners, Ms. Fields or the Beulah Baptist Church. Mr. Jackson motioned to contact the Beulah Baptist Church and Ms. Fields to entertain their offers for the purchase of the 4 acre tract. Motion was seconded by Mr. Majors and approved by a 4-1 vote of the Board.

D. Report on Collection Agency Study

Ms. Sabrina Chatmon was recognized to report to the Board on the Association of County Commissions of Alabama Debt Setoff Program as an option for assisting the District in collecting overdue accounts. Ms. Chatmon stated that all accounts of at least \$25 and 60 days are eligible for submission; however, the program only accepts accounts in the name of individuals, not businesses. 100% of the amount would be collected, and there is a fee that the customer pays. Ms. Chatmon stated

that as of this date in the 2017 records the program has collected \$1.3 million, has 8,183 intercepts, and 26 entities. She said that in order for the District to join the program, a resolution must be signed and a participation request completed. It was stated that once collected, the company gets their fees first and then the District would get their share.

Ms. Holt motioned to adopt Resolution 2017-002, authorizing the District to participate in the Debt Setoff Program. Motion was seconded by Mr. Franks and unanimously approved.

Ms. Holt motioned to update amounts to be turned over to collection to \$25. Motion was seconded by Mr. Jackson and unanimously approved.

E. Report on Leak Detection Equipment Study

Mr. Black said that the salesperson did not bring the right equipment to demonstrate to the Water Department so he was waiting on them to bring the right equipment.

9. **NEW BUSINESS**

A. Clearwater Solutions Report

Ms. Chatmon was recognized to provide the Clearwater Solutions Report.

She said that there was one qualifying rate adjustment for the month:

Tyler & Robert Laye \$107.80

Mr. Franks motioned to approve the adjustment. Motion was seconded by Ms. Holt and the adjustment was unanimously approved.

She then announced the winner of the leak incentive program for April.

Ms. Chatmon then briefed the Board on Clearwater's activities over the prior month.

B. Fire Dept. Report

Assistant Chief Blake Simpkins was recognized to give a report on the Fire Department. He began by reviewing the previous month's call report. The department ran a total of 87 calls, 60 rescues, and 15 fires that were mostly brush fires.

He asked the Board to approve the purchase of the portable radios and flashlights discussed at the April meeting using the \$5,000 Lake Harding Homeowners

Association donation money. Ms. Holt motioned to approve the purchase. Motion was seconded by Mr. Franks and unanimously approved. He stated that repairs were underway on Engine 615 that he had previously reported had been damaged responding to a fire.

He informed the Board that 119 smoke detectors had been installed so far as a part of the Red Cross program. They have ordered 100 more, the goal is to be done with those by the end of the Red Cross program at the end of June.

Chairman Sims briefed the Board on a summary of the Fire Department's financial situation for the prior year and asked the Board to approve the moving of \$65,106 from the fire department operating account to the fire department savings account. Mr. Franks motioned to move the \$65,106 to the savings account. Motion was seconded by Mr. Majors and unanimously approved.

10. **OTHER BUSINESS**

Mr. Black requested that the Board authorize the Water Department to move \$150,000 from the operating account into the Meter and Tank Reserve account. Mr. Majors motioned to move \$150,000 from the Water Department operating account into the Meter and Tank Reserve Account. Motion was seconded by Ms. Holt and unanimously approved.

The Board discussed the need to hold a special meeting to discuss the offers on the 4 acre property as well as hear a presentation from the Board's attorney on the Alabama Open Meetings Act. The Board determined that May 23, 2017 at 6:00pm was the best time for the meeting.

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 June 20, 2017.

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 7:06p.m. C.S.T.

Signed _____

