

Beulah Utilities District
Minutes of Regular Board of Directors Meeting
July 18, 2017
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 July 18, 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. Franks motioned to adopt the agenda. Motion was seconded by Ms. Holt and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES** June 20, 2017

Chairman Sims asked for approval of the minutes from the June 20th, 2017 Regular Meeting. Mr. Jackson motioned to approve the minutes. Motion was seconded by Mr. Majors and the minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

Chairman Sims reviewed the June financial statements. Mr. Franks motioned to approve the June financial statements. Motion was seconded by Mr. Majors and the June financial statements were unanimously approved.

8. **OLD BUSINESS**

A. Engineer's Report on Pending System Updates

Mr. Houston Black was recognized and said that the District had received a letter from the USDA with an update on the loan process. He said that the letter stated that it was proposed to loan the District approximately \$5.57 million and give a grant of approximately \$443,000. Mr. Black said that the grant was somewhat unexpected but was welcome and that the loan and grant numbers were based on the local office's calculation and that they may change slightly once the State office completes its work. He did mention that the USDA engineers still needed some information and questions answered about the District's proposed plans. He said that the District's engineers had documents which the District would need to sign to complete the application process.

B. Update on Lee Road 370 Line Relocation

Mr. Black said that no progress had been made towards completion and that they were waiting on Alabama Power to move some stumps in the path of where they wanted to run the service lines.

C. Report on Potential Land Acquisition for Pending System Updates

Mr. Jackson said that there were no firm offers to or from the owners of any of the potential sites. He said he was waiting to hear back on setting up a meeting time to discuss the potential acquisitions. Mr. Black said he was still waiting to hear back from the engineer on the suitability of the proposed property for placing a water tower.

D. Proposal on Leak Detection Equipment

Mr. Black said that he had elected to purchase the Leak Tuner equipment for \$4,600. He mentioned that not only was it cheaper than the other model but it had a better warranty as well. He said the equipment had arrived and was in the office for those who wanted to take a look at it.

He stated that he broke the District into four sections and that the plan was to thoroughly check one section each quarter. He said this would begin soon and would check not only water mains but service lines as well.

Chairman Sims asked for an update on the situation involving the way the billing software calculates water use. Mr. Black stated that they had contacted CNI, the software developer, and had been told that there was no way to get the numbers all the way down to the precise amount used. Mr. Black said that he spoke to several surrounding water system about this issue and was told that the numbers should average out over the course of the year.

E. Budgets for Fiscal Year 2017-2018

Chairman Sims stated that the Water Department had submitted an initial draft of its budget and that the Fire Department was still working on its budget draft.

9. **NEW BUSINESS**

A. Clearwater Solutions Report

Mr. Black was recognized and stated that Clearwater was asking for a 4% increase in its fee for managing the water system. He mentioned that Clearwater's company health insurance costs had increased approximately 49%. He said the 4% request was made up of a 2% CPI increase and the remainder to cover the additional insurance expenses. He also reminded the Board that any increase would not go into effect until the next fiscal year and that the Water Department budget draft took this increase into account. Chairman Sims appointed Mr. Majors to review the request and report back to the Board at the next meeting.

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

She said that there were two qualifying rate adjustment for the month:

Beverly Harper	\$109.20
James Thomas	\$161.70

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

Ms. Chatmon then announced the winner of the leak incentive program for June.

She briefed the Board on Clearwater's activities over the prior month.

Mr. Black asked the Board about building a shop/storage building adjacent to the Water Office to store vehicles, equipment and materials. Chairman Sims asked Mr. Black to bring an idea of what kind of structure was needed to the Board for approval.

Chairman Sims stated that he and Mr. Majors had met to discuss implementing a water loss audit program to help identify water loss in the District. He said that this would be an annual report.

B. Fire Dept. Report

Chief Keith Padgett 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 47 calls in June, none of which were fire calls.

He said that the District had received Engine #615 back from the repair shop and that it looked great.

He report that the radios and flashlights purchased with the donation from the Lake Harding Homeowners Association had all arrived and been issued.

He informed the Board of a \$100 donation from a local citizen and said it was much appreciated.

Chief Padgett said that the Department had installed a total of 239 smoke detectors as a part of the Red Cross program.

He mentioned that the Department was wrapping up the fire hydrant inspection and maintenance program.

He briefed the Board on recent equipment inspection and repair. He said that there were some mechanical problems with the Department's brush truck that arose because the vehicle is not driven often. He said the Department would drive the truck weekly to prevent a recurrence. He said that Engine #612's water pump had been repaired and the rest of the Engine had been checked out and was in good shape.

10. **OTHER BUSINESS**

None.

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

Mr. B.J. Crenshaw, 52 Lee Road 965, stated that he appreciated the Fire Department for responding to his medical emergency.

Chairman Sims stated that the next Regular Meeting would be at 6:00pm C.S.T. on August 15, 2017.

There being no further business, Ms. Holt motioned to adjourn. Motion was seconded by Mr. Franks and unanimously approved and the meeting was adjourned at 6:38 p.m. C.S.T.

Signed _____

