

Beulah Utilities District  
Minutes of Regular Board of Directors Meeting  
June 19, 2018  
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 June 19, 2018 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, Garnett McCollum, 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. Ms. Holt motioned to adopt the agenda. Motion was seconded by Mr. Jackson and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES** May 15, 2018;

Chairman Sims asked for approval of the minutes from the May 15<sup>th</sup>, 2018 Regular Meeting. Mr. McCollum 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 May financial statements. Mr. Majors motioned to approve the May financial statements. Motion was seconded by Ms. Holt and the May financial statements were unanimously approved.

8. **OLD BUSINESS**

A. Report on Pending System Updates

Chairman Sims announced that representatives from the USDA had brought the paperwork for the loan for him to review and sign. He said that the actual loan amount would be approximately \$4 million and that the District would receive a seven figure grant from the USDA. He stated that the details of the grant would be announced later.

Chairman Sims stated that by accepting the loan and grant money, the District would be required to start collecting and submitting certain demographic information about the District's customers and to abide by certain Federal employment regulations. He stated that the District would be retaining legal counsel experienced in employment law to review the District policies to ensure compliance with the Federal regulations.

B. Report on Potential Land Acquisition for Pending System Updates

a. Tank near Long Bridge

The Board was informed that the purchase contract would be finalized and sent to Crown Castle by the end of the week.

b. Tank on Lee Road 270/266

Chairman Sims stated the District was looking into the availability of alternate sites but was going to continue with the condemnation process until an alternate site is purchased.

c. Booster Station on Lee Road 266

Mr. Houston Black informed the Board that the mortgage company was processing the application to have the mortgage removed from the property being purchased by the District.

C. Report on Proposed Maintenance Building

Chairman Sims stated that the District had advertised for bids on metal buildings and received only one bid. Mr. Black stated that the bid was from Inland Buildings for \$20,576.97. After discussion, Mr. Jackson motioned to accept the bid from Inland Buildings. Motion was seconded by Ms. Holt and the bid was unanimously accepted.

D. Bank of New York 2010 Bond Issue

Chairman Sims announced that the money from the Bond issue had been deposited into the District's bank account.

E. Dump Truck Acquisition Update.

Chairman Sims stated that Mr. Jackson had drawn up a specification sheet for the dump truck. The District would use it to advertise for bids.

9. **NEW BUSINESS**

A. Clearwater Solutions Report

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

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

David Tankersley	\$120.93
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Ms. Holt motioned to approve the adjustment. Motion was seconded by Mr. Jackson and the adjustment was unanimously approved.

Ms. Chatmon announced the winner of the Leak Incentive Program.

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

Ms. Chatmon presented the Board with a list of past due accounts that were to be written off as they didn't meet the criteria for the collection program.

Ms. Chatmon stated that the letters for the free taps to fire customers on wells had been sent out and that two customers responded stating that they would be interested. Mr. Black said that they would go ahead and make the tap and allow the customers a few weeks to get their service lines installed and hood up.

## B. Fire Dept. Report

Chief Keith Padgett was recognized to give a report on the Fire Department. He reviewed the May call report for the Board, stating that the Department ran a total of 66 calls, one of which was a fire call. On the fire call, Chief Padgett stated that the department was able to contain the fire to the kitchen area and that based on preliminary investigation, the fire was deemed to be an arson fire by the State Fire Marshall. He said any further investigation and action would be handled by the State Fire Marshall. Chief Padgett praised part-time firefighter Cody Hope for his initial response to the fire.

He announced that Captain Doug Matthews had returned to work from an injury he suffered last month. He said that Captain Matt White will be leaving the department for another job and that Cody Hope was offered and accepted the position held by Captain White.

He said that a June 9<sup>th</sup> training fire on Lake Harding went well. He stated that the training was very beneficial for all members of the Department.

He informed the Board that through the Red Cross Home Fire Campaign, the Department had installed 341 smoke alarms in the District through May. He said that the 2019 Campaign was ramping up and that the Department would be involved in that.

Chairman Sims informed the Board of the misuse of gas tickets by a volunteer firefighter. Chief Padgett stated that the matter was turned over to the Lee County Sherriff's Office for investigation. He said criminal charges would be pressed. He said that the volunteer was dismissed from the Department. Chairman Sims thanked Clearwater personnel for catching the misuse and their work to identify the individual involved with the misuse.

Ms. Holt asked about the status of the fire boat. Chief Padgett said that the boat had been taken to 280 Trailers for the mounting of the water pump and lights. He said the goal was to have the boat on the lake for the July 4<sup>th</sup> holiday. The Board discussed the need for policies and procedures to be put in place governing the use and operation of the Boat. Chief Padgett said he would draft policies and procedures to bring before the Board for approval.

## 10. OTHER BUSINESS

Chairman Sims discussed the massive debt incurred by the Madison, Wisconsin Water System. He pointed to this situation as an example of why internal controls and careful budgeting, spending and review are important to a water system.

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 July 17, 2018.

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 7:01 p.m. C.S.T.

Signed \_\_\_\_\_

