

Beulah Utilities District

Minutes of Regular Board of Directors Meeting

August 21, 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 August 21, 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, and Lamar Sims.

Absent: Garnett McCollum

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 and noted a couple of late changes. 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** July 17, 2018;

Chairman Sims asked for approval of the minutes from the July 17th, 2018 Regular Meeting. Ms. Holt motioned to approve the minutes. Motion was seconded by Mr. Jackson and the minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

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

8. **OLD BUSINESS**

A. **Report on Pending System Updates**

Mr. Houston Black was recognized and stated that land acquisition was the main holdup to beginning the projects.

a. **Select Bank for Interim Financing of USDA Loan**

Mr. Black reviewed for the Board the loan quotes and terms he had received from Charter Bank and Southern States Bank for interim financing for the system update projects. The Board discussed the two quotes and thereafter Ms. Holt motioned to select Charter Bank. Motion was seconded by Mr. Majors and unanimously approved.

B. **Report on Potential Land Acquisition for Pending System Updates**

a. **Tank near Long Bridge**

Mr. Black and Mr. Jackson they had not heard back from Crown Castle. It was decided to turn the matter over to the attorney's office to communicate with Crown Castle.

b. **Tank on Lee Road 270/266**

The Board was informed that the survey was complete and that an appraiser would need to appraise the property to assist the Board in determining the fair market value of the property.

c. **Booster Station on Lee Road 266**

Mr. Black said that the mortgage company was requiring an appraisal of the property before releasing it from the mortgage.

C. **Report on Proposed Maintenance Building**

Mr. Black said that he had advertised for bids for erecting and fitting out the building and had received only one bid from Zachry Construction in the amount of \$75,187.00. The Board reviewed the bid and Mr. Jackson motioned to reject

the bid. Motion was seconded by Mr. Majors and the motion to reject the bid was unanimously approved.

Mr. Majors motioned to authorized Houston Black to seek informal bids for the fitting out of the maintenance building. Motion was seconded by Ms. Holt and the motion was unanimously approved.

D. Review of Board Member Salary Amount

Chairman Sims informed that Board that based on information provided by Commissioner Ham, directors on similar boards in the area were being paid \$400 per meeting for the Chairman, \$200 per meeting for regular members and an extra \$25 for Board members who served on a committee.

Mr. Jackson motioned to propose raising the Chairman's compensation to \$400 per month, regular members' compensation to \$200 per month and to pay \$25 per month to Board Members who also served on a committee. Motion was seconded by Mr. Majors and the resolution was unanimously adopted.

Mr. Jackson then motioned to adopt a Resolution authorizing application be made to the Lee County Commission to authorize the payments of the amounts previously approved. Motion was seconded by Mr. Majors and the resolution was unanimously adopted.

E. Review of Proposed Budget – Water Department

Mr. Black reviewed for the Board changes to the budget brought about by the anticipated increase in Board member compensation.

Mr. Majors motioned to adopt the proposed 2018-19 Water Department budget as the budget. Motion was seconded by Ms. Holt and the budget was unanimously adopted.

F. Review of Proposed Budget – Fire Department

Chief Keith Padgett was recognized and briefed the Board on changes to the proposed Fire Department budget. Mr. Jackson motioned to adopt the proposed 2018-19 Fire Department budget. Motion was seconded by Ms. Holt and the budget was unanimously adopted.

Chief Padgett then briefed the Board on two of the District's older fire engines. He stated that one was thirty years old and needed to be replaced with a more recent model. He also informed the Board that the pump on another engine had broken during a training exercise and he recommended replacing that engine with a newer model as it would be more economical than paying several thousand

dollars to repair the pump. He also discussed with the Board a proposal to rebuild Fire Station 4 to enable it to accommodate larger fire engines.

Chief Padgett and the Board discussed developing a five year Fire Department Master Plan.

After the Board discussed the various items, Mr. Jackson motioned to surplus the broken fire engine, Engine 613. Motion was seconded by Ms. Holt and unanimously approved. Chief Padgett said he would bring the Board a recommendation for a replacement engine.

9. **NEW BUSINESS**

A. Resolution for Sale of Old Fire Boat

Chairman Sims asked for approval of a resolution authorizing the surplusing and sale of the old fire boat. Ms. Holt motioned to adopt the resolution. Motion was seconded by Mr. Jackson and the resolution was unanimously adopted.

B. Lawyer for Human Resources

The Board was presented information on Trip Umbach of Starnes, Davis, Florie, LLP as an attorney to review the various District policy and procedure manuals to ensure compliance with the Federal regulations contained in the USDA loan terms. After discussion Mr. Jackson motioned to authorized the Board's attorneys to retain Trip Umbach. Motion was seconded by Mr. Majors and unanimously approved.

C. Bond Attorney for USDA Grant

Mr. Black was recognized and briefed the Board on potential lawyers to handle the bonds associated with the USDA loan. After discussion, Ms. Holt motioned to hire David Ringelstein of Manyard Cooper & Gale. Motion was seconded by Mr. Jackson and unanimously approved.

D. Clearwater Solutions Report

Mr. Black presented the Board with a request to purchase a Line Locator from Pipe Horn for \$1,548.99. Mr. Black said that purchasing a second Line Locator would allow one to be kept in each of the Water Department trucks. Ms. Holt motioned to purchase the Line Locator from Pipe Horn for \$1,548.99. Motion was seconded by Mr. Majors and unanimously approved.

Ms. Sabrina Chatmon was recognized and stated that there was one request for a rate adjustments for the month:

Dewey Atkins \$101.80

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

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

She announced the winner of the Leak Incentive Program.

F. Fire Dept. Report

Chief Padgett was recognized to give a report on the Fire Department. He reviewed the July call report for the Board, stating that the Department ran a total of 56 calls, two of which were fire calls.

He said the Department was able to perform an inspection of Beulah High School on August 7. He noted that this was the first time the High School had undergone a fire inspection since it was opened.

He said that members of the Department had attended the training session for the new gas pipeline running through the District's service area.

Chief Padgett announced the retirement of Captain Doug Matthews and said August 31, 2018 would be his last day. He informed the Board of a retirement dinner that had recently been held for Captain Matthews. He announced that Anthony Shuta had been hired to fill the Captain's position.

10. OTHER BUSINESS

None

11. CITIZEN COMMUNICATIONS ON NON-AGENDA ITEMS

None

There being no further business, Ms. Holt motioned to adjourn. Motion was seconded by Mr. Jackson and unanimously approved and the meeting was adjourned at 7:32 p.m. C.S.T.

Signed _____

