

Beulah Utilities District  
Minutes of Regular Board of Directors Meeting  
February 19, 2019  
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 February 19, 2019 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, Andrew Bryan, and Lamar Sims.

Absent: None

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. Jackson motioned to adopt the agenda. Motion was seconded by Mr. Majors and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES**     January 15, 2019

Chairman Sims asked for approval of the minutes from the January 15, 2019 Regular Meeting. Mr. Bryan motioned to approve the minutes. Motion was seconded by Ms. Holt and the minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL AUDIT FY2018**

Chairman Sims recognized Jeff Hilyer from Hilyer & Associates, the District's auditors, to provide a report on the Fiscal Year 2018 Audit Report. Mr. Hilyer stated that the District had a good year and that its net position had increased by approximately three percent. He stated that water and fire fees were up and that the difference came from reduced expenses.

Mr. Hilyer then recognized Jackie Moon to provide the Board with a more in depth report on the audit. Ms. Moon reviewed the audit report and answered all questions to the Board's satisfaction. Mr. Jackson motioned to approve the fiscal year 2018 audit report. Motion was seconded by Mr. Majors and the audit report was unanimously approved.

8. **APPROVAL OF FINANCIAL STATEMENTS**

Mr. Houston Black was recognized and reviewed the January financial statements for the Board. Mr. Majors motioned to approve the January financial statements. Motion was seconded by Mr. Jackson and the January financial statements were unanimously approved.

9. **OLD BUSINESS**

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

a. **Tank near Long Bridge-Crown Castle**

The Board was given an update by legal counsel on the contract negotiations with Crown Castle. The Board was informed that Crown Castle had indicated that they wanted some changes to be made to the purchase contract. As of the meeting date Crown Castle had not yet provided those changes.

b. **Appraisal of Tank Property on Lee Road 270/266**

The Board was given an update by legal counsel on the progress of the condemnation proceedings.

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

Mr. Black was recognized and stated that the bank had approved and released the mortgage from the property and that the District was waiting on the paper work to be received by the owner. Once the paper work has been received the Board was informed that a closing date would be scheduled.

B. Wholesale Water Contract Review

Chairman Sims informed the Board that a draft wholesale water contract had been sent to East Alabama Water. Chairman Sims stated that East Alabama had informed the District that they would study the contract as well as the proposed rates and would then determine whether to enter into the contract.

Mr. Black was recognized and presented the Board with a preliminary opinion of costs from the District's engineers for a project to install waterlines to cover all District customers currently served by East Alabama Water. After discussion, Mr. Jackson motioned to put the project out for bid. Motion was seconded by Mr. Majors and unanimously approved.

Mr. Black then updated the Board on the potential costs for installing a water main along Lee Road 259. After discussion, the Board instructed Mr. Black to include this project in the bid just approved.

C. SOP Documents for Fire Department

Chief Padgett and the Board discussed the name for the fire department. After discussion, Mr. Jackson motioned to approve the name "Beulah Fire Rescue". Motion was seconded by Mr. Majors and the name was unanimously approved.

Chief Padgett then briefed the Board on the proposed SOP's and accompanying forms. After discussion, the Board elected to table approving the SOP's until the March meeting.

D. Fire Committee Report

Chairman Sims announced that David Jackson would chair the Fire Committee and that Andrew Bryan and Chief Padgett would be the other members of the committee. Chairman Sims passed out a list of items he would like for each Board member to gather information on to then present to the Fire Committee.

10. NEW BUSINESS

A. Clearwater Solutions Report

Mr. Black was recognized and briefed the Board on the status of the Project Manager search. He announced that after interviews Clearwater would be hiring James Waites, the current Field Supervisor for the District. Mr. Black stated that he believes this will be a good hire given Mr. Waites' familiarity with the District and the system and that he would work with Mr. Waites to train him on the office side of the operation.

Mr. Black presented the Board with a new organizational chart showing him in his new position as well as Mr. Waites as the Project Manager. Mr. Black informed the

Board that they would have to fill both of the field positions as he had intended to promote the Field Technician to replace Mr. Waites as Field Supervisor but the Field Technician was leaving to take another job. Mr. Black reported that he has good leads on persons to fill the field positions.

Mr. Waites was recognized and thanked Mr. Black and the Board for the confidence in him by offering him the Project Manager position. He stated that he accepts the job and looks forward to working with the Board in his new role.

Mr. Black stated that there were four request for rate adjustments for the month:

Mara Phillips	\$1,008.82
Kenneth Smith	\$148.58
Randy Hadaway	\$144.84
Ray Murphy	\$305.90

Ms. Holt motioned to approve the adjustments. The motion was seconded by Mr. Jackson and the adjustments were unanimously approved.

Mr. Black then announced the winner of the leak incentive program for February.

He then briefed the Board on Clearwater's activities over the previous month.

#### B. Fire Dept. Report

Chief Padgett was recognized and reviewed the January run report. He stated that there were a total of 63 calls, one of which was a fire.

He informed the Board that hydrant maintenance was still ongoing.

He announced that the District had started its own Volunteer 160 part-time firefighter training course through that Alabama Fire College. He stated that part-time firefighter Mark Fulton Sr. would be the instructor for the course as he had just retired as training officer at the Tuskegee Fire Department.

Chief Padgett then briefed the Board on recent community outreach activities performed by the Department and various Board members.

He announced he had hired a new part-time fire fighter who would start March 1 and that there was one part-time firefighting position still open.

#### 11. OTHER BUSINESS

None.

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

None.

Chairman Sims stated that the next Regular Meeting would be at 6:00pm C.S.T. on March 19, 2019.

There being no further business, Mr. Jackson motioned to adjourn. Motion was seconded by Ms. Holt and unanimously approved and the meeting was adjourned at 7:00 p.m. C.S.T.

Signed \_\_\_\_\_

