

BEULAH UTILITIES DISTRICT

Minutes of Regular Board of Directors Meeting

September 15, 2020

5320 Lee Road 270, Valley, Alabama 36854

6:00 PM CST

The Board of Directors of Beulah Utilities District met in a Regular Meeting at 6:00pm on September 15, 2020 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, Lamar Sims and Andrew Bryan

For visitors in attendance, see attached visitor sign-in sheet.

4. **DECLARE QUORUM**

After 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. Bryan and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES**

Chairman Sims asked for approval of the minutes from the August 18, 2020 Regular Meeting. Mr. Jackson motioned to approve the minutes. Motion was seconded by Mr. Bryan and the minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

Chairman Sims recognized Mr. James Waites to review the August financial statements. Mr. Waites briefed the Board on the August financial statements. Mr. Waites informed the Board that the glitch with the July financials was still affecting the August 2020 financial statements. He provided the Board with an addendum showing the corrected figures. Mr. Bryan motioned to approve the August financial statements. Motion was

seconded by Mr. Majors and the August financial statements were unanimously approved.

8. **OLD BUSINESS**

A. System Improvement Update

Chairman Sims recognized Mr. Waites to update the Board on the status of construction. Mr. Waites said that a pre-construction conference was scheduled to take place within the next two weeks and that after that conference work would begin on the projects.

B. Update on Mutual Aid Agreements with EA Fire District

There was no update on this agenda item.

C. Sale of Fire Station No 2 on Hwy 29

Chairman Sims announced that the Board had closed on the sale of the property the prior Thursday. He stated that a lease had been entered into with the new owner to enable the District to continue to operate the Fire Station.

D. New Fire Station No. 2 Building on Lee Road 266

Mr. Jackson was recognized and informed the Board that site clearing was still ongoing. He said that he was working to get plans together for the new fire station.

E. Fire Department Standard Operating Procedures (SOP's)

There were no updates for the Board at this time.

F. Update Lee Road 177 Quarry

Chairman Sims said that the District had been asked by Tara Brumfield to study whether it had the infrastructure in place to provide water service to those properties that might be affected by the rumored quarry. Chairman Sims announced that the results of the study did show that the District had sufficient infrastructure and capacity to serve the affected properties. He said that certain members of the public had been spreading the false statement that the District could not provide service to the properties potentially affected by the quarry.

Chairman Sims reiterated that no permit applications for the quarry had been filed with ADEM so the quarry was still just a rumor. The Board agreed that until permit applications were filed, there was nothing further to be done on the matter by the Board.

9. **NEW BUSINESS**

A. **Election of Officers**

Chairman Sims stated that it was time for the annual election of District Officers.

For the position of Chairman, Mr. Jackson nominated Lamar Sims. The nomination was seconded by Ms. Holt and Lamar Sims was unanimously elected Chairman.

For the position of Vice-Chairman, Ms. Holt nominated David Jackson. The nomination was seconded by Mr. Bryan and David Jackson was unanimously elected Vice-Chairman.

For the position of Secretary/Treasurer, Mr. Bryan nominated James Majors. The nomination was seconded by Ms. Holt and James Majors was unanimously elected Secretary/Treasurer.

For the position of Assistant Secretary/Treasurer, Mr. Jackson nominated Linda Holt. The nomination was seconded by Mr. Majors and Linda Holt was unanimously elected Assistant Secretary/Treasurer.

B. **Clearwater Solutions Report**

Mr. James Waites was recognized and he briefed the Board on Clearwater's activities over the past month.

Mr. Waites informed the Board that Clearwater staff was working to reconcile the Accounts Receivable in the CNI software with the Accounts Receivable in QuickBooks.

He announced that ADEM had visited the District the prior week for an unscheduled inspection. He said the results of the inspection were generally good but that ADEM did recommend that the District revise the storage of its required paperwork in order to keep everything together.

Mr. Waites discussed with the Board whether they wished to renew the District's membership in the Alabama Rural Water Association. Several questions were asked as to the benefits of being a member in the Association. Ms. Holt volunteered to research the ARWA membership benefits and report back to the Board.

Mr. Waites informed the Board of a situation in which a property owner had requested the District relocate his water meter box further away from his driveway which would involve extending the service line. He stated that he reviewed the District's policy manual and there did not appear to be a fee the District charges in such a situation. The Board discussed the matter of charging a fee for a water meter relocation request. Ms. Holt was asked to work with Mr.

Waites to review the District's current policies with respect to fees and to report back to the Board.

Mr. Waites informed the Board that there were seven requests for adjustments for the month.

Tracy Sayers	\$121.50
J.B. Johnson	\$306.72
Delores Butts	\$155.52
Terry Keefe	\$142.56
Herman Perry	\$499.60
Tracey Lolley	\$190.08
Sonia Ratliff	\$237.60

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

Mr. Waites then announced the Leak Incentive Program winner for the month.

C. Beulah Fire and Rescue Report

Chairman Sims announced that due to the imminent birth of his child, Chief Simpkins was not in attendance at the meeting. Chairman Sims said that a copy of the Fire Report had been distributed to the Board and asked if there were any questions. There being none, Chairman Sims moved on to other business.

10. **OTHER BUSINESS**

None.

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

None.

12. **NEXT MEETING**

Chairman Sims stated that the next Regular Board meeting would be at **6:00 PM CST on October 20, 2020.**

13. **ADJOURNMENT**

There being no further business, Mr. Jackson motioned to adjourn. Motion was seconded by Mr. Majors and unanimously approved. The meeting was adjourned at 6:36 PM CST.

Signed _____

BEULAH UTILITIES DISTRICT

Board of Directors Meeting _

15-Sep-20

Visitor Sign in Sheet

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