

BEULAH UTILITIES DISTRICT
Minutes of Regular Board of Directors Meeting
June 20, 2023
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 6:00 pm on June 20, 2023, 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, Andrew Bryan.

For 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. The 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 of the regular meeting of May 16, 2023. Mr. Bryan motioned to approve the minutes. The motion was seconded by Mr. Majors and the Minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

Approval of May 2023 Financial Statements

Chairman Sims recognized Mr. Zach Ewbank and Chief Blake Simpkins to review their department's respective financial statements for the month of May. Mr. Ewbank briefed the Board on the Water Department's May financial statements and Chief Simpkins then briefed the Board on the Fire Department's May financial statements.

Mr. Jackson motioned to approve the May financial statements. The motion was seconded by Mr. Bryan and the May financial statements were unanimously approved.

8. **OLD BUSINESS**

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

Chief Blake Simpkins and Mr. Jackson were recognized and updated the Board on the progress of the construction. They said the interior framing had been completed and the electrical was about halfway finished. The hope was that the work would be completed and the station ready for occupancy within a few weeks.

B. ARPA Funds

Mr. Ewbank was recognized and informed the Board that he was working with the engineer to provide the County with cost estimates on a project basis. He stated that this request from the County came after the District had informed them that the District would be bidding these projects out individually.

C. DWSRF Funds

No update.

D. East Alabama Agreement

The Board's attorney, Stephen Clay, was recognized and updated them on the status of the new East Alabama Water Supply Agreement. The Board was informed that East Alabama had requested an increase in the total amount of water they could purchase as well as an increased flow rate. The Board was consulting with their engineers to determine whether the system would be able to support these new figures. Because the study would not be done by the expiration of the current extension, the Board was requested to pass a sixty-day extension to August 31st. Mr. Jackson motioned to approve an extension of the current water supply agreement to August 31, 2023. It was seconded by Mr. Major and the extension was approved by a vote of four to none with Ms. Holt abstaining.

E. Ginger Hammons Adjustment Request

Chairman Sims announced that the District Adjustment Policies had been reviewed and that Ms. Hammons was eligible to request an adjustment on her bill. Mr. Bryan motioned to approve the adjustment of \$1,731.45 for Ms. Hammond. Motion was seconded by Ms. Holt and the adjustment was unanimously approved.

9. **NEW BUSINESS**

A. **Auditor's Report**

Chairman Sims stated that the audit report was still being prepared and that it would be presented at the July meeting.

Chairman Sims informed the Board that the audit firm had informed the District that they would no longer do audits moving forward. Chairman Sims announced that he would begin the search for a new auditing firm for the District.

B. **District Education Reimbursement Policy**

Chief Blake Simpkins was recognized, and he reviewed for the Board the new Education Reimbursement Policy that he was asking approval for. After discussion, Mr. Bryan motioned to approve the policy. The motion was seconded by Mr. Majors and the District Education Reimbursement Policy unanimously approved.

C. **GMC Invoice**

Chairman Sims stated that he had reviewed a breakdown of the bill and informed the Board of what the various aspects of the invoice were. After discussion Mr. Majors motion to approve payment of the Goodwyn, Mills and Caywood invoice in the amount of \$19,637.50. Motion was seconded by Ms. Holt and unanimously approved.

D. **Clearwater Solutions Report**

Mr. Zach Ewbank was recognized and briefed the Board on Clearwater's activities over the past month.

Mr. Ewbank then informed the Board that there was one adjustment for the month:

James Lawrence in the amount of \$383.90

After discussion, Mr. Jackson motioned to approve the adjustment, and Mr. Bryan seconded the motion, and the adjustment was unanimously approved.

Mr. Ewbank then announced the leak incentive winner of for the month.

Mr. Ewbank and other Clearwater representatives were recognized and updated the Board on zoning the District into water loss zones. They stated that all accounts had been assigned to a zone and they were ready to begin with the water-loss tracking. The Clearwater staff demonstrated for the Board the mapping software that they recommended to help track this effort. The Board discussed with the Clearwater representatives the water-loss tracking software.

Clearwater representatives then informed the Board of a proposed restructure of the District's staff. They stated that the current Project Manager had requested to move into the field and because of this they recommended that there be four (4) field

technicians which would be split into two crews. Clearwater said that they would recommend that the Office Manager be moved into the Project Manager position where she could still run the office operation. Chairman Sims stated that the Board would study this request.

E. Beulah Fire and Rescue Report.

Chief Blake Simpkins was recognized, and he briefed the Board on the monthly call report. He stated that there had been 89 total calls, six of which were fire calls. He briefed the Board on the notable calls for the month.

He informed the Board there had been 14 hours of overtime work during the month and the cause is due to the response to the fire calls.

Chief Simpkins then briefed the Board on the training activities conducted by the Department and the prior month.

He announced there has been one random drug test the prior month.

He concluded by updating the Board on the community involvement of the Department in the past month.

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 July 18, 2023.

13. **ADJOURNMENT**

There being no further business, Mr. Bryan motioned to adjourn. The motion was seconded by Mr. Jackson and unanimously approved. The meeting was adjourned at 6:49 PM CST.

Signed _____

