

BEULAH UTILITIES DISTRICT

Minutes of Regular Board of Directors Meeting

December 19th, 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 December 19th, 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, Lamar Sims, David Jackson, James Majors, and 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 November 21st, 2023. Mr. Majors motioned to approve the minutes. The motion was seconded by Mr. Bryan and the Minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

A. **Approval of November 2023 Financial Statements**

Chairman Sims brought to the attention of the board members that there was a discrepancy in the accounting system for the Fire Departments payroll that was logged into QuickBooks. Due to the discrepancies, Chairman Sims stated that the board would vote on approval of the financial statements in the next meeting.

Jeff Aston reviewed the financial statements with no further action.

8. OLD BUSINESS

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

Mr. Jackson was recognized and announced that there was a delay in the final inspection by the county. Once the inspection is complete, there will be a few additional checklist items so that Firefighters can move in such as furniture, computer, etc.

B. ARPA Funds

Chairman Sims announced that there were no updates regarding ARPA funding for the various projects. Discussion was held on reallocating the funding to different projects that may take precedence. The recommendation was made to leave current projects in place until further information could be obtained.

C. DWSRF Funds

Chairman Sims announced that there were no updates regarding DWSRF funding. Discussion was held on reallocating the funding to different projects that may take precedence. The recommendation was made to leave current projects in place until further information could be obtained.

D. Policy changes regarding concrete around water meters

Discussion was held on whether to add policy regarding concrete being poured around water meters. Discussion involved policy regarding concrete around water meters moving forward and if a customer would like to add concrete, they should notify the district before doing so. The conversation was tabled until review by the district's attorney.

At this time Mr. Jackson brought up for discussion issues with after-hours connections. After discussion, Mr. Jackson motioned to change the charge from \$75.00 to \$200.00 for any cutoff after 4:00 pm. The motion was seconded by Mr. Majors and unanimously approved.

E. Water Loss.

a. Updates from CWS

Mr. Jeff Aston was recognized, and he reviewed for the Board the water loss spreadsheet for November.

Mr. Aston also advised that 13 taps had been completed in November and that 10-12 more need to be done. Mr. Sims asked that the list of customers waiting for taps were added to the report.

F. Fire Hydrant Testing

a. Update on maintenance schedule

Mr. Aston was recognized and stated that the testing was scheduled to begin on January 8, 2024, by SEMS fire protection. He advised that roughly 125 hydrants needed various repair work and that Clearwater Solutions will get quotes for these.

G. SCADA Upgrades

Mr. Aston was recognized and stated that the SCADA equipment upgrades had been completed with a few bugs still being worked out.

H. Committee Updates

Health Insurance Committee – No updates. Still looking at information.

Engineering Contract Committee – No Updates.

Utility Management Committee – No Updates

9. NEW BUSINESS

A. Review Fire Hydrant Meter Deposit Amount

Mr. Aston announced that replacing a portable meter would cost the district \$1,500 if one were to get stolen or damaged. He recommended changing the meter deposit amount from \$1,000 to \$1,500. Mr. Jackson made the motion to approve the deposit amount of \$1,500. The motion was seconded by Mr. Bryan and was unanimously approved.

B. Water budget adjustment to reflect hydrant maintenance from fire to water.

Mr. Aston was recognized and announced to the board that the water side had added the hydrant maintenance to be completed by SEMS to their budget.

C. Change multiplier in billing system: From per 1,000 gallons to per 10 gallons

Mr. Aston was recognized and proposed to change our current billing from 1,000 gallons to 10 gallons.

After further discussion, Mr. Jackson made a motion to change the billing from 1,000 gallons to 100 gallons. The motion was seconded by Mr. Majors with an effective date of March 1st, 2024.

D. Clearwater Solutions report

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

He stated that there were

C. Beulah Fire & Rescue Report.

Chief Blake Simpkins was recognized to give the Fire & Rescue Report to the Board for the month. He stated there were 103 total calls, three of which were fire calls. He gave details on house fire calls on 11/17, 11/11, and 11/7 on Department response.

He announced to the Board that there had been 22 hours of overtime worked in the prior month with the overtime due to personnel being out on maternity leave.

He then briefed the Board on the training activities conducted by the Department during the past month.

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

He provided the Board with a summary of the Department's community involvement over the past month.

He closed by advising there were no other items to discuss.

10. **OTHER BUSINESS**

NONE.

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

NONE.

12. **NEXT MEETING**

Chairman Sims stated that the next regular meeting would be at 6:00 PM CST on January 16th, 2024.

13. **ADJOURNMENT**

There being no further business, Mr. Bryan motioned to adjourn. The motion was seconded by Ms. Holt and unanimously approved. The meeting was adjourned at 7:47 PM CST.

Signed _____