

BEULAH UTILITIES DISTRICT
Minutes of Regular Board of Directors Meeting
March 19, 2024
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 March 19, 2024, 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, Lamar Sims, 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. Bryan motioned to adopt the agenda. The motion was seconded by Mr. Jackson 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 February 20, 2024. Mr. Jackson motioned to approve the minutes. The motion was seconded by Mr. Bryan and the Minutes were unanimously approved.

James Majors entered the meeting.

7. APPROVAL OF FINANCIAL STATEMENTS

A. Approval of January 2024 Financial Statements

Mr. Jeff Aston was recognized, and he reviewed the revised January statements for the Board. After review Mr. Jackson motioned to accept the revised January financial statements. Motion was seconded by Mr. Majors and the revised January financial statements were unanimously approved.

B. Approval of February 2024 Financial Statements

Chairman Sims reminded the Board that starting in February he had begun the task of preparing the financial statements. He stated that the February financials were still missing some information that he had not yet received and so he was not ready to present them to the Board.

8. OLD BUSINESS

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

Chief Blake Simpkins was recognized, and he announced that the open house for the new fire station was set for May 11th from 11:00 AM to 1:00 PM.

B. ARPA Funds.

Chairman Sims informed the Board that he had received a preliminary estimate for the meter and service line replacements in Zones 3 and 4. The Board reviewed and discussed the estimate.

The Board then discussed the remaining projects from the ARPA list. Chairman Sims noted that the funds the County had said the District would get would not be enough to cover all of the projects. The Board then discussed which projects to remove from the list. After discussion Mr. Jackson motioned to remove the Lee Road 252 and Lee Road 259 projects from the ARPA funds list. Motion was seconded by Mr. Majors and unanimously approved.

The Board indicated it would revisit the list in the future when further information on costs of the projects were available.

C. DWSRF Funds.

Chairman Sims announced that the bid opening for the Long Bridge Crossing project had occurred on March 12th. He stated that all bids had come in over the estimate by approximately \$400,000.00. He stated that the District Engineers were checking with ADEM to see if ADEM could secure additional funding to cover some of the \$400,000.00. The Board decided to hold off awarding the contract until they received further word from ADEM on additional funding.

Chairman Sims presented the Board with an invoice from Goodwyn, Mills and Caywood for \$106,000.00 for work done on the Long Bridge Project. Ms. Holt motion to approve payment of the invoice. Motion was seconded by Mr. Bryan and payment of the invoice was unanimously approved.

D. Policy changes regarding concrete around water meters.

The Board discussed the proposed policy change regarding construction around water meters. After discussion Mr. Majors motioned to table the vote to allow for further revisions to the policy. The motion was seconded by Mr. Bryan and the motion was unanimously approved.

E. Water Loss.

Mr. Jeff Aston was recognized, and he informed the Board that there were currently five leaks on the books to be fixed. He stated that there were also seven taps needing to be made. Mr. Aston reviewed for the Board the water loss calculation sheet and briefed the Board on major leaks that had been discovered in the past month. He informed the Board that he was still waiting on the results from the testing of the 20 water meters that had previously been replaced.

F. Fire Hydrant Repair Schedule.

Mr. Aston was recognized and informed the Board that one hydrant had been replaced and two others were scheduled to be replaced next week.

G. Policy Change to Include RV Parks in the Trailer Park Policy.

The Board reviewed and discussed the proposed changes to the District's policy manual to now included a fire fee for RV parks. After discussion Ms. Holt made a motion to approve the policy. Motion was seconded by Mr. Majors and the policy was unanimously adopted.

H. Team Project Updates.

Engineering Contract Update:

Mr. Jackson stated that he had no update this month.

CWS Management Contract Update:

Chairman Sims stated that they were still in the process of obtaining information and once the information had been obtained, they would weigh options for the District.

G. Clearwater Request for Increased Personnel.

Chairman Sims updated the Board on staffing changes that had occurred at the District. He stated that Sabrina Chatmon was no longer working in the office and that the part time position had been moved to full time to replace her. He stated that there was still the part time office position open. Clearwater representatives informed the Board that they had not had a chance to put together a separate proposal for the staffing changes as they were preparing to put this into their five (5) year quote. Mr. Jackson motioned to table the short term increase in the personnel. Motion second Mr. Brian and unanimously approved.

9. **NEW BUSINESS**

A. Long Bridge Bore Project – GMC Invoice for \$106,000.00.

Chairman Sims stated that this item was addressed under DWSRF agenda item.

B. Clearwater Proposal Extension of Contract. (5-year proposal)

The representative for Clearwater announced that they were still in the process of putting together a five-year proposal and it was not ready for the Board's consideration yet.

C. Clearwater Solutions Report.

Chairman Sims updated the Board on a new subdivision that was going in off of Lee Road 390.

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

Mr. Aston stated that there was one adjustment for the month:

James Matthews

\$107.50

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

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

D. Beulah Fire & Rescue Report.

Chief Blake Simpkins was recognized to give the Fire and Rescue report to the Board for the month. He stated that there was a total of 72 calls, nine of which were fire calls. He then briefed the Board on the notable calls for the month.

Chief Simpkins stated that there had been 22 hours of excess overtime worked during the month. He said that this was the result of working a shed fire and one of the Captains attending a training conference.

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

He informed the Board that there had been one random drug test the past month.

Ms. Holt thanked Chief Simpkins and the Department for their response to an emergency call at her daughter's house.

10. **OTHER BUSINESS**

NONE.

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

NONE.

12. **NEXT MEETING**

Chairman Sims stated that the next regular meeting the at 6:00 PM CST on April 16, 2024.

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 7:12 PM CST.

Signed _____

