

The Utilities Board of the Town of Cedar Bluff

June 18, 2013

STATE OF ALABAMA
CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday June 18, 2013 at 4:00 p.m. in the Utility Board room located at 3360 Old Hwy 9, Cedar Bluff Alabama. Chairman Donald Sanders called the meeting to order at 4:00 p.m.

Roll Call:

Ken Blair	Present	Linda Pickelsimer	Present
Cindy Early	Present	Donald Sanders	Present
Eugene Mann	Present		

A motion was made by Eugene Mann and second by Ken Blair approving the May 21, 2013 minutes as presented.

Ken Blair	Yes	Linda Pickelsimer	Yes
Cindy Early	Yes	Donald Sanders	Yes
Eugene Mann	Yes		

Treasurer Linda Pickelsimer gave the financial report for the board. Mrs. Pickelsimer told those in attendance that she had looked over the financials for May and found them to be in order and correct. Treasurer Pickelsimer also stated, the water/sewer departments had a combined year to date net income of just over \$11,851.00 compared to a loss this same time last year. A motion to approve the May financials as presented was made by Linda Pickelsimer and second by Cindy Early.

Ken Blair	Yes	Linda Pickelsimer	Yes
Cindy Early	Yes	Donald Sanders	Yes
Eugene Mann	Yes		

Chairman Donald Sanders told the board Gloria Thacker had requested to be on the agenda but was unable to be here and wanted to postpone until next month.

Chairman Sanders then recognized Vickie Robinson with the Cherokee Co. Herald. Mrs. Robinson thanked the board for allowing her to come and stated that it was time for the yearly edition of Past Times Magazine. She reminded the board they had purchased the ¼ page ad in years past and asked the board if they would be interested in placing an ad in this years edition. After some discussion, a motion was made by Ken Blair and seconded by Eugene Mann to purchase a 1/4 page ad in the Past Times Magazine at a cost of \$197.72.

Ken Blair	Yes	Linda Pickelsimer	Yes
Cindy Early	Yes	Donald Sanders	Yes
Eugene Mann	Yes		

Mrs. Robinson thanked the board for their time and their continued support.

Chairman Sanders then turned the meeting over to Manager Jeff Harrell for the manager's report. Mr. Harrell presented the board with a printout of work performed for the past month. He stated there were 78 work orders completed for the month. Board member Ken Blair asked if he could read the report to those in attendance. He stated there was 1 water tap, 4 sewer taps, 22 water leaks, and 1 pump station repair. He then thanked the employees for their hard work.

Mr. Harrell then told the board that LADD Engineering had told him the State of Alabama had approved the plans for Phase II of the Lagoon upgrade so the bidding would start soon.

Member Blair then asked Manager Harrell for an update on raising manholes around town. Mr. Harrell informed him that two had been raised but due to rain and the workload, they had not been able to raise others yet. Board member Eugene Mann asked Mr. Harrell the cost associated with raising a manhole. Mr. Harrell stated it was between \$300-\$400 depending on how high it needed to be raised.

Manager Harrell then asked the board if the employees could use a vacation or personal day July 5th so they could have a long weekend since July 4th fell on a Thursday.

A motion was made by Cindy Early approving the use of vacation/personal day on July 5th for a long weekend with adequate public notice. Ken Blair seconds the motion.

Ken Blair	Yes	Linda Pickelsimer	Yes
Cindy Early	Yes	Donald Sanders	Yes
Eugene Mann	Yes		

Office Manager Marie Kelly informed the board; Peachtree Accounting contacted her stating that starting this year there would be a yearly software update required at a cost of \$863.20 annually. She also stated that without the update she would be unable to use the program to pay bills or do payroll. After some discussion about finding another program a motion was made by Ken Blair and seconded by Cindy Early to pay for the yearly software updates and to look into other programs or outsourcing weekly payroll.

Ken Blair	Yes	Linda Pickelsimer	Yes
Cindy Early	Yes	Donald Sanders	Yes
Eugene Mann	Yes		

Member Ken Blair asked the board to consider raising the current 4% charge to the Town of Cedar Bluff for the garbage billing or turn the entire billing process over to them. It was stated that in the beginning the board agreed to continue billing for garbage service charging the town 4% on gross income with the understanding that the town would take over the billing at a later date. Since the cost of postage, paper products and office staff have risen. Mr. Blair asked the board to consider charging 10% or letting the town do their own billing. After some discussion, it was decided to table this discussion until the next meeting.

After assuring there was no further business, Chairman Sanders called the meeting to an end with all in favor stating AYE. There were none opposed.

Meeting adjourned at 4:24 p.m.

APPROVED July 16, 2013:

DONALD H. SANDERS, CHAIRMAN

MARIE KELLY, SECRETARY