The Utilities Board of The Town of Cedar Bluff

August 20, 2024

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, August 20, 2024, at 4:00 p.m. at 4971 Alabama HWY 68, Cedar Bluff Alabama 35959. The meeting was called to order by Chairman Williams.

Roll Call:

Allen Baker Present Mattie Williams Present

Linda Pickelsimer Absent Loretta Higgins Present

William Warren Present

Meeting attendees: Bobbie Hicks, Marsha Kastl, Terry Zuber, Brock Black, Terry White, Tracy Marks, Teresa Bender, Attorney Bob McWhorter

The prayer was led by Board Member Warren followed by Pledge of Allegiance, led by Secretary Bolton.

**Approval of Minutes**

Office Manager Bolton presented the minutes from the meeting of July 16, 2024. Board Member Warren made a motion to accept the minutes as presented, Board Member Higgins seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

**Correspondence**

Office Manager Bolton stated he had received a copy letter from Senator Andrew Jones that he submitted to ADEM to help get the grant for the new water tower.

**Manager Report**

Manager Steven Dutton presented the Managers Report to the Board. The report consisted of 3 water taps, 2 sewer taps, 29 water leaks, 1 sewer leak and 6 fire hydrant repairs. There was a total of 100 completed Work Orders.

Manager Dutton pointed out that there were less leaks during July. He also stated Northeast is no longer piping water in from Centre, AL.

**Financial Report**

Office Manager Bolton presented the Financial Report to the Board. He reported that Treasurer Pickelsimer had reviewed the report and recommended approving the report. Board Member Warren made a motion to approve the Financial Report, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

**Customer Concerns**

Anthony Bonfanti, Christa Neyman, Mary Soignet and Terry Seiger were on the agenda to address the Board but were not present.

Terry Zuber addressed the Board about a high utility bill she had received. She was confused as to why she was paying for sewer when she was hooked onto a septic tank. The Board explained to Ms. Zuber that it was a town ordinance that was put in place. The issue was resolved.

Ms. Bender, representing Thomas Bender, reported that she had a leak and asked the Board if they could make an adjustment. Office Manager Bolton presented the Board with Ms. Bender’s audit and reported that $179.19 should be adjusted. After some discussion Board Member Warren made a motion to adjust Ms. Benders sewer rate, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

**Old Business**

Manager Dutton presented a quote from Dodd Electrical to have the Pump Stations to be rewired. The cost for rewiring the Pump Stations was $8,000. Manager Dutton stated he wanted the Pump Stations to be wired identical and he would like for them to be wired to run two pumps. Board Member Warren mentioned there were some funds in the system upgrades account that could be used to pay for the rewiring of the Pump Stations. After some discussion, Board Member Warren made a motion to use the funds in the system upgrades account to pay the $8000 to have the Pump Stations rewired identically, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

Manager Dutton presented a quote from Rome Electric for two pumps that had been rebuilt. The cost for both pumps was $12,389.16. Board Member Warren mentioned there were some funds in the meter upgrades account that could be used to pay for pumps. After some discussion Board Member Warren made a motion to use the funds in the meter upgrades account to pay the $12.389.16 for the pumps, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

Manager Dutton presented a quote from Water Service Group, LLC to the Board for repairing two fire hydrants. He also presented a quote from GNC to purchase two new fire hydrants for $2,772 each. Board Member Warren mentioned the Board could use the remaining funds in the system upgrades account to purchase two new fire hydrants. After some discussion Board Member Warren made a motion to use the funds in the system upgrades account to purchase two new fire hydrants for $2,772 each, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

Office Manager Bolton addressed the Board concerning the system error that was discovered by the office staff. He explained that the error was due to a software update. The update was causing the software to calculate late charges using the total balance due at the time the bill was generated. He explained the problem had been corrected. The late charges will now be calculated using the charges from the previous month. The discussion ended.

**New Business**

Chairman Williams addressed the Board concerning Employee work schedule. She explained to the employees that the workday started at 7:30 A.M. and ended at 4:00 P.M. She also explained that office staff did not work overtime. They receive comp time which had to be preapproved. The discussion ended.

The Board discussed the Sewer Tap Inspections. Manager Dutton stated an inspection was received from Cedar Bluff Town Hall for a Sewer Tap but the property was not ready for a sewer tap. After some discussion the Board asked Attorney McWhorter to research any law preventing The Utilities Board of the Town of Cedar Bluff from doing their own Sewer Tap Inspections. The discussion ended.

Chairman Williams addressed the Board concerning Employee and Board Public Awareness. She stated the members of the Board and the employees of The Utilities Board of the Town of Cedar Bluff should always be aware of what they say or do in the public eyes. She stated to be aware of what was posted, liked or shared on social media sites.

Office Manager Bolton presented the Board with a quote from Grace Heating and Cooling to replace the unit that heats and cools the office. The Board reviewed the invoice and question about the Sure Comfort HVAC unit. After some discussion the Board asked Office Manager Bolton to get more information from Grace Heating and Cooling.

At 5:49 Chairman Williams made a motion for good name and character to go into executive session to review the applications.

The Board reconvened at 6:22 P.M.

Board Member Higgens made a motion to adjourn the meeting, Board Member Warren seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Warren, Williams

Nye: None

Abstained: None

The meeting was adjourned at 6:23 P.M.

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Mattie Williams, Chairman Date

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Joshua Bolton, Secretary Date