The Utilities Board of The Town of Cedar Bluff

May 21, 2024

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, May 21, 2024, at 4:00 p.m. at 4971 Alabama HWY 68, Cedar Bluff Alabama 35959. The meeting was called to order by Chairman Jack Bond.

Roll Call:

Allen Baker Present Jack Bond Present

Linda Pickelsimer Present Mattie Williams Absent

William Warren Present

Meeting attendees: Bobbie Hicks, Marsha Kastl, Jack Wood, Larry Sotherland

The prayer was led by Board Member Warren followed by Pledge of Allegiance, led by Chairman Bond.

**Approval of Minutes**

Office Manager Bolton presented the minutes from the meeting of March 19, 2024. Board Member Warren pointed out a correction to the minutes. Board Member Williams made a motion to accept the minutes with the corrections, which was seconded by Board Member Baker.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

**Manager Report**

Manager Steven Dutton presented the Managers Report to the Board. The report consisted of 4 sewer taps, 27 water leaks, 3 sewer leaks, 1 pump station repair, 1 pump replaced. There was a total of 133 completed Work Orders.

Manager Dutton presented the Board with a quote from Rome Electric to rebuild a pump. After some discussion Board Member Baker made a motion to allow Rome Electric to rebuild the pump for $6996.88 amount, Board member Warren seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

**Financial Report**

Treasure Pickelsimer presented the Board with the financial report from April 2024. She stated that everything looked in order but mentioned that the Shop Expense was over budget and that herself and Office Manager Bolton are working to balance it. Treasure Picklesimer made a motion to accept the report as printed, Chairman Bond seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

**Customer Concerns**

Jack Wood addressed the Board. He had a leak and asked the Board if they could adjust his bill. Office Manager Bolton explained to Mr. Wood that the adjustment would reduce his current bill by $300.06. Board Member Warren made a motion to adjust Mr. Woods sewer bill by $300.06, Board Member Baker seconded the motion.

Motion Carried (3-0)

Aye: Baker, Bond, Warren

Nye: None

Abstained: None

**Old Business**

Office Manager Bolton addressed the Board concerning the new laptop the Board voted to purchase. The laptop will replace an older IBM laptop that is used to get reading from the PLC system at the lagoons. He explained he had been having a problem finding a laptop with an ethernet port to hook to the PLC system. He also explained to the Board that he had a phone conversation with a representative from LSI who explained to him that a newer laptop may not be compatible with the PLC system at the lagoons. The Board asked Office Manager Bolton to contact Alabama Rural Water Association or Green Hill Engineering to ask about a grant to replace the current PLC system.

Office Manager Bolton presented the Board with 7 quotes for a new utility cart for reading meters. After some discussion Board Member Warren made a motion to purchase the Polaris SP570 for $10,412.00, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

**New Business**

The Board discussed the Maintenance Department Summer Position. Charman Bond suggested to table the subject due to Board Member Williams absence. Board Member Warren made a motion to table any discussion on the subject until the next Board Metting, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

The Board discussed the summer schedule for the Maintenance Department. Board Member Pickelsimer stated she thinks the summer schedule should not be changed and that the maintenance staff are not expected to work during a heat advisory. The Board agreed to service our customers the summer work hours should not change for the Maintenance Department.

Board Member Baker addressed the Board concerning Weiss Lake Septic Pumpers. He stated Weiss Lake Septic Pumpers had been raising the entire manhole at the dump station to dump and explained it was against regulations. Office Manager Bolton presented the Board with a picture. Manager Dutton informed the Board that the manhole was locked after the incident and Weiss Lake Septic Pumpers was informed not to open the manhole to dump. The Board asked Office Manager Bolton to send a letter to Weiss Lake Septic Pumpers. The letter will explain the regulations and the penalties for not following said regulations.

Office Manager Bolton presented the Board with three Bids on the truck. The highest bid was for $2510.00 from Kelly White. Board Member Warren made a motion to accept the bid from Kelly White, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

Office Manager Bolton addressed the Board. He stated the Excavator had been sold for $42,000.00. After some discussion Board Member Pickelsimer made a motion to purchase the Polaris using the $42,000.00 and transfer the remainder of the funds into the Allocation account under the equipment fund, Board Member Warren seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

Manager Dutton addressed the Board. He explained to the Board that the DMR report, required by ADEM, has had a high reading of e coli and suspended solids. He stated he asked Steve Berry, with Alabama Rural Water Association, for information on having the first pond at the lagoons dredged. Mr. Berry told Manager Dutton about a chemical that could lower the lagoon readings. The Board asked Manager Dutton to get a quote for the chemical and to put it on the agenda for the next meeting.

At 4:42 Chairman Bond made a motion for good name and character to move into executive session.

The Board reconvened at 4:50

Chairman Bond resigned from his position as chairman and stated that Board Member Baker would be come Chairman because he is Vice Chairman. The Board agreed that Vice Chairman Baker would become Chairman.

Chairman Bond then made a motion to make Board Member Williams Vice Chairman, Board Member Baker seconded the motion. Board Member Warren stated the By-Laws states that election for officers cannot be done before a new Board Member is installed.

Board Member Baker made a motion to adjourn the meeting, Board Member Picklesimer seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Warren

Nye: None

Abstained: None

The meeting was adjourned at 4:51 P.M.

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Jack Bond, Chairman Date

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Joshua Bolton, Secretary Date