The Utilities Board of the Town of Cedar Bluff

March 21, 2017

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday, March 21, 2017 at 4:00 p.m. in the Utility Board room located at 4971 AL Hwy 68, Cedar Bluff Alabama. Meeting was called to order at 4:00 p.m.

Roll Call:

Norman Burton Present James Bo Martin Present

Tammy Crane Present Linda Pickelsimer Present

Cindy Early Present

Minutes for the February 21, 2017 meeting were presented for approval. A motion was made by Linda Pickelsimer to approve the minutes as presented. The motion was seconded by Norman Burton.

Motion Carried (5-0)

AYE: Burton, Crane, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT:

Chairman Early turned the meeting over to Todd Hindsman of Hindsman, P.C. to discuss the 2015/2016 audit. Mr. Hindsman told the board that everything was in order and the board once again had a clean audit. He then presented the board with a Management Summary detailing financial standings of the board for the 2015/2016 fiscal year. Mr. Hindsman explained the summaries in detail. He stressed the need for regular rate increases due to the fact of the board still showing a loss for the year. After some discussion concerning depreciation expense, the board thanked Mr. Hindsman for attending.

Treasurer Linda Pickelsimer presented February financials for approval. Mrs. Pickelsimer stated the water department had a monthly gain of $1,787.33 and has a year to date gain of $2,984.79. The sewer department had a monthly loss of -$1,888.16 and a year to date loss of -$17,805.82. Both departments combined had a monthly loss of $100.83 and a year to date loss of -$14,821.03. A motion to approve financials as presented was made by Mrs. Pickelsimer and seconded by Tammy Crane.

Motion Carried (5-0)

AYE: Burton, Crane, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT:

Treasurer Pickelsimer presented the board with budget summary of monies spent so far this year. Mrs. Pickelsimer stated there have been overages in the budget. Miscellaneous office expense has exceeded the budget due to the board hiring a temporary contract office worker. Miscellaneous shop expense was over due to additional lighting being installed which totaled $1,800.00. After some discussion, the board agreed to capitalize the $1,800.00. Computer maintenance has an overage due to a bill from Network Solutions that was not budgeted for. Seminars and training overage was due to an increase in registration fees for ARWA annual conference.

Manager Jeff Harrell was absent. Chief Utility Clerk, Jenni Burt presented the board a printout of work performed by utility workers for the month of February. It consisted of 1 water tap, 1 sewer tap, 5 water leaks, 1 meter replaced, with a total of 69 work orders performed.

Norman Burton updated the board on meeting him and Treasurer Pickelsimer had with Andrew Wackerle of USDA concerning the large increase of annual payment amounts owed by the board. Mr. Burton stated the payment amount listed was over a span of five years.

In new business board member Bo Martin brought up the need for repairs to windows in the office. After some discussion, it was decided Manager Harrell should get pricing on the repairs or replacements of the windows.

In unfinished business, after some discussion of the cost of credit checks and collection options it was decided by the board to take no action on this matter.

Chairman Early presented the board with an agreement to be signed between the board and Emmett Jordan, owner of Country Side Village mobile home park. The agreement outlines conditions to be met in order for the board to install water meters inside the park. Currently, the board only has sewer service in park. After assuring no changes needed to be made to the agreement, a motion was made by Norman Burton and seconded by Bo Martin to accept the agreement as written.

Motion Carried (5-0)

AYE: Burton, Crane, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT:

After assuring there was no further business Chairman Early asked for a motion to adjourn. Motion was made by Norman Burton and seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Crane, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT:

Meeting adjourned at 4:50pm.

APPROVED April 18, 2017:

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CINDY EARLY, CHAIRMAN

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JENNI BURT, SECRETARY