The Utilities Board of the Town of Cedar Bluff

February 19, 2020

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday, February 19, 2020 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 by Chairman Norman Burton.

Roll Call:

Norman Burton Present Linda Pickelsimer Present

Cindy Early Present Donald Sanders Present

James Bo Martin Present

Minutes for the January 21, 2020 meeting were presented for approval. A motion to approve as presented was made by Donald Sanders and seconded by Bo Martin.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Treasurer Pickelsimer presented the financial reports for the month of January. Mrs. Pickelsimer stated reports appeared to be in order and made a motion to accept as printed. Motion was seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Manager Jeff Harrell presented the Board with the monthly work log consisting of 2 water leaks, 2 water meters replaced, 1 pump station repair on Cherokee Dr, 1 water main repair on Lakewood Ln, with a total of 55 work orders performed.

In unfinished business, discussion concerning the possible purchase of dump truck was tabled.

In new business, retiree health insurance was on the agenda. The increase in rates for retirees was discussed. The Board had previously approved to pay retirees health insurance until Medicare with the completion of 25 years of service. After discussion, Cindy Early made a motion to amend previous policy to pay single coverage health insurance for retirees, with 25 years of service until eligible for Medicare, to include a permanent cap of $494.00. The retiree would be responsible for any premium due over that amount. Motion was seconded by Linda Pickelsimer.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Employee unused sick time was discussed. Current policy states “Upon retirement, employees may elect to receive either a lump sum payment for 75% of unused sick leave **OR** monthly installment payments of 100% of the unused sick leave”. Cindy Early made a motion to amend current policy to state that unused sick leave may be used as length of service with no option of payment. Motion was seconded by Donald Sanders.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Treasurer Pickelsimer brought to the attention of the Board the request for an amendment to the Employee Handbook concerning accrued annual leave at retirement. Policy currently states as follows:

***Resignation or Retirement***

*An employee who wishes to resign from his or her position in good standing shall submit a notice in writing to the General Manager not less than fourteen (14) calendar days prior to the effective date. Under unusual conditions, the General Manager may reduce the required number days of notice. An Employee separating from the Board in good standing shall receive pay for the accrued leave in accordance with Section 6.17 and 6.22.*

Amendment as follows:

 ***Resignation or Retirement***

 *An employee who wishes to resign from his or her position in good standing shall submit a notice in writing to the General Manager not less than fourteen (14) calendar days prior to the effective date. Under unusual conditions, the General Manger may reduce the required number days of notice.*

*An employee resigning from the Board in good standing shall receive a lump sum payment for up to 240 hours of accrued leave in accordance with Section 6.17 and 6.22.*

 *An employee eligible for retirement from the Board has the option of using accrued annual leave as time served or to receive a lump sum payment for up to 240 hours of accrued leave in accordance with Section 6.17 and 6.22.*

Mrs. Pickelsimer made the motion to adopt the amendment as stated. Donald Sanders seconded the motion.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Also, in new business, Treasurer Pickelsimer presented the Board with a Summary of Long-term Debt, provided for review by Auditor Todd Hindsman.

After assuring there was no other business, Chairman Burton asked for a motion to adjourn. Motion was made by Donald Sanders and seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Meeting was adjourned at 5:00pm.

APPROVED May 19, 2020:

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NORMAN BURTON, CHAIRMAN

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JENNI BURT, SECRETARY