The Utilities Board of the Town of Cedar Bluff

January 21, 2020

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday, January 21, 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 4:05 by Chairman Norman Burton.

Roll Call:

Norman Burton Present Linda Pickelsimer Present

Cindy Early Absent Donald Sanders Present

James Bo Martin Present

Minutes for the December 17, 2019 meeting were presented for approval. A motion to approve as presented was made by Donald Sanders and seconded by Bo Martin.

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

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

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

Manager Harrell presented the Board with the monthly work log consisting of 1 water tap, 3 water leaks, 7 water meters replaced, 1 pump station repair on Cherokee Dr, with a total of 74 work orders performed.

Also, in the Manager’s Report, Manager Harrell stated that new employee Seth Dawson’s probationary period was complete in December. Manager Harrell informed the Board of exceptional work done by Mr. Dawson and asked the Board to consider a $.50 rate increase per hour for the employee. A motion was made to increase Mr. Dawson’s pay rate $.50 per hour effective immediately by Donald Sanders. Motion was seconded by Bo Martin.

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

At this time, Manager Harrell addressed the Board concerning unused vacation time at retirement. Manager Harrell asked the Board to consider giving the retiring employee an option to use unused hours as time served, or to receive payment for the time. After discussion, Donald Sanders made a motion to amend the handbook stating those options. Motion was seconded by Bo Martin. After further discussion concerning the Employee Handbook, Treasurer Pickelsimer suggested Chief Utility Clerk Jenni Burt print up an amendment to be presented for approval at February meeting. Chairman Burton offered an amendment to the original motion. Amendment was accepted by Donald Sanders and seconded by Bo Martin.

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

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

Fire hydrants were discussed at this time. After discussion concerning responsibilities of the Board employees and the fire department, Chairman Burton reiterated that fire department is responsible for checking flow and maintenance including but not limited to painting of the hydrants. The Board will be contacted by the fire department if any repairs are needed to the hydrants. Board members were all in agreement concerning this. The Board asked Manager Harrell to contact the Fire Chief to schedule a meeting and possible training session for the fire department personnel.

In new business, the loan made for the purchase of the office building was discussed. After review, adequate funds are available in Peoples Bank General Fund to pay said loan in full. After further discussion, a motion was made by Bo Martin to use funds in Peoples Bank General Fund to pay the loan in full. Motion was seconded by Donald Sanders.

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

Also, in new business, Chief Utility Clerk Jenni Burt presented the Board with the annual statement for liability insurance from AMIC of $20,905.05. Mrs. Burt asked the Board for approval to pay the invoice from Allocations account. The motion was made by Linda Pickelsimer and seconded by Bo Martin.

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

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

Motion Carried (4-0)

AYE: Burton, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Early

Meeting was adjourned at 4:40pm.