The Utilities Board of the Town of Cedar Bluff

May 19, 2020

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday, May 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 Absent

Minutes for the February 19, 2020 meeting were presented for approval. A motion to enter into executive session to discuss good name and character of an individual was made by Cindy Early and seconded by Linda Pickelsimer.

Motion Carried (4-0)

AYE: Burton, Early, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Martin

Meeting reconvened at 4:20.

Chairman Burton asked for a motion to approve February minutes as written. Motion was made by Donald Sanders and seconded by Cindy Early.

Motion Carried (4-0)

AYE: Burton, Early, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Martin

Treasurer Pickelsimer presented the financial reports for the months of February, March, and April. 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, Early, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT: Martin

Manager Jeff Harrell presented the Board with the work log consisting of months February, March, and April. The log consisted of a total of 39 water leaks, 1 water meter replaced, 2 water taps, 3 sewer taps, 2 sewer leaks, 6 pump station repairs, 2 water main repairs, and 3 manhole repairs with a total of 253 work orders performed.

Manager Harrell informed the Board of contact he had made with contractor concerning the delay in office building roof replacement. Manager Harrell will seek other estimates and discussion was tabled.

The 2019 Audit was next on the agenda. Treasurer Pickelsimer presented the board with Financial Statements and audit report for the fiscal year ending September 30, 2019.

Board member James “Bo” Martin entered meeting at 4:40.

First in unfinished business are three resolutions for amendments previously made to the Employee Handbook. Resolutions are as follows and are attached.

**Resolution 2020-001**

*6.33*  *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.*

After discussion, motion to accept Resolution 2020-001 as printed was made by Cindy Early and seconded by Donald Sanders.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

**Resolution 2020-002**

*4.05 Retiree Health Insurance Coverage*

*An employee who has completed a minimum of 25 years of service with the Board may continue health insurance coverage with the Board. The Board will pay said premium up to $494.00 monthly. Any cost in excess of $494.00 will be at cost to the retiree. This shall be primary coverage until the retiree becomes eligible for Medicare. At this time, coverage shall be secondary. This is available only to the retired employee; no other individuals shall be covered. Retiree must participate in the Board’s yearly health screenings.*

After discussion of changes, Mrs. Pickelsimer made a motion to not accept the resolution as written. Motion was seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

**Resolution 2020-003**

*6.21 Upon retirement, employees may elect to use unused sick leave as length of time served toward retirement. Employee cannot receive payment for the unused time.*

Donald Sanders made a motion to accept the resolution as printed. Motion was seconded by Bo Martin.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

At this time, changes to Resolution 2020-002 that were previously mentioned were discussed. The possibility of the retiree getting insurance through a new employer was discussed. The statement of coverage becoming secondary once Medicare eligible was discussed. Chairman Burton asked Chief Utility Clerk Jenni Burt to type up a new resolution to present at the next meeting. Resolution 2020-004 should state that coverage will terminate once retiree becomes Medicare eligible and would also terminate if insurance is offered to the retiree through a future employer.

In new business, the annual M.W.P.P. Report was next on the agenda. The report is prepared by L.A.D.D. Environmental. After review, Donald Sanders made a motion to accept the report as prepared. Motion was seconded by Bo Martin.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Discussion of sewer charges outside the town limits was next on the agenda. The office had received a complaint from a customer that is not inside the city limits, not hooked to sewer service but is within 100 feet of the Board’s sewer line. Customer does not feel they should be charged for sewer if not in the limits of the Town of Cedar Bluff. After discussion concerning the Town Ordinance Number 23, Board members asked Ms. Burt to contact board attorney Jim Turnbach for his opinion concerning this matter.

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

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Meeting was adjourned at 5:25pm.

APPROVED June 16, 2020:

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NORMAN BURTON, CHAIRMAN

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JENNI BURT, SECRETARY