The Utilities Board of the Town of Cedar Bluff

November 16, 2021

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday, November 16, 2021 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 4:08 by Chairperson Cindy Early.

Roll Call:

Jack Bond Present Linda Pickelsimer Present

Cindy Early Present Angela Ritchie Absent

James Bo Martin Present

Minutes for the October 19, 2021 meeting were presented for approval. A motion to approve as presented was made by Cindy Early and seconded by Bo Martin.

Motion Carried (4-0)

AYE: Bond, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT: Ritchie

Treasurer Pickelsimer presented the Financial Reports for the month of October. Mrs. Pickelsimer stated all transactions were reviewed, and reports seemed to be in order. A motion to accept the reports as printed was made by Mrs. Pickelsimer, and was seconded by Jack Bond.

Motion Carried (4-0)

Jack Bond Yes Linda Pickelsimer Yes

Cindy Early Yes Angela Ritchie Absent

Bo Martin Yes

At this time, Board Member Jack Bond inquired about an ongoing water leak on or near Lawrence St. Mr. Bond stated that he had been made aware of problems the leak has been causing from multiple citizens. Manager Harrell stated that he was aware of the leak and that repairs to the leak would require the Town’s water supply be shut off for a period of time. Mr. Harrell stated that the leak is small but that he has plans to repair it over the Christmas holiday when school will be out.

In the Manager’s Report, Mr. Harrell presented the Board with a work log for the month of October. The log consisted of 12 water leaks, 1 water tap, 1 sewer tap, and 4 meters replaced. The utility workers performed a total of 89 work orders for the month.

Manager Harrell provided the Board with an update concerning the proposed County Road 44 sewer project. Mr. Harrell stated that Darrell Sears of L.A.D.D. Environmental had informed him that he had been in contact with Alabama Power and that trenching could be done in the causeway area. He also informed Manager Harrell that a grant would need to be applied for by December 9, 2021. If the deadline isn’t met it would be later into 2022 before the Board would be considered for the grant. Discussion involved the cost of the grant application fee, the cost of the project, and possible interest in the sewer extension. After discussion, Linda Pickelsimer made a motion to proceed with the grant application with authorization of up to a $5,000.00 fee. If the fee is over that limit, Jeff must call all Board members for authorization. Motion was seconded by Bo Martin.

Motion Carried (4-0)

Jack Bond Yes Linda Pickelsimer Yes

Cindy Early Yes Angela Ritchie Absent

Bo Martin Yes

At this time, Manager Harrell spoke to the Board concerning the price chart in Aid to Construction Policy. Mr. Harrell stated that 2-inch and 3-inch pipe are typically used and the current fees do not cover the cost of the pipe. Current fee for 2-in is $2.25 per linear foot and the price for 3-inch is $2.65 per linear foot. After discussion of prices, Linda Pickelsimer made a motion to amend the Aid to Construction Policy to alter the price of 2-inch pipe to $3.00 a linear foot and 3-inch pipe to $3.50 a linear foot. All other pipe sizes would be $.50 above cost of the pipe. This amendment will be effective immediately. Motion was seconded by Jack Bond.

Motion Carried (4-0)

Jack Bond Yes Linda Pickelsimer Yes

Cindy Early Yes Angela Ritchie Absent

Bo Martin Yes

Next item on the agenda was the 2022 Employee Holiday Calendar. Chief Utility Clerk Jenni Burt stated that Juneteenth on June 19th was the only addition to the list of holidays. After discussion of the addition, Linda Pickelsimer made a motion to adopt the holiday calendar omitting said addition. Motion was seconded by Bo Martin.

Motion Carried (4-0)

AYE: Bond, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT: Ritchie

Next on the agenda was Workers’ Compensation Injury Triage Program. Mrs. Burt stated this was a new program offered through Municipal Workers Comp. This program provides members with a 24/7 hotline to call if an employee has been injured. The hotline allows you to speak with a registered nurse concerning the injury. Participation in this program is required to continue to receive a 10% discount on the Board’s annual Workers’ Compensation premium. A motion to participate in the program was made by Bo Martin and seconded by Linda Pickelsimer.

Motion Carried (4-0)

AYE: Bond, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT: Ritchie

In unfinished business, was Amendment to Authorization of Expenditures Policy. In October meeting, the Board agreed to make a policy stating that a meeting must be called for any expenditure exceeding limits of current policy. No purchase can be approved through phone calls to the board members unless it is considered an emergency situation. Mrs. Burt provided the Board with the current policy and an Amendment to the Policy. After review of the documents, Linda Pickelsimer made a motion to adopt the Amendment as presented. Motion was seconded by Bo Martin.

Motion Carried (4-0)

AYE: Bond, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT: Ritchie

Chairman Early informed the Board that she had received Angela Ritchie’s resignation from the Utility Board via email. Her resignation was effective on the date of this meeting. Mrs. Early stated that she had replied to the email offering to discuss changing monthly board meetings to 4:30pm to better accommodate Ms. Ritchie but had not received a response.

There was no other new business to discuss.

After assuring there was no other business to discuss, Chairperson Early asked for a motion to adjourn. Motion was made by Bo Matin and seconded by Jack Bond.

Motion Carried (4-0)

AYE: Bond, Early, Martin, Pickelsimer

NAY: None

ABSTAIN:

ABSENT: Ritchie

Meeting was adjourned at 4:52pm.

APPROVED December 21, 2021:

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CINDY EARLY, CHAIRMAN

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JENNI BURT, SECRETARY