The Utilities Board of The Town of Cedar Bluff

December 19, 2023

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, December 19, 2023, at 4:00 p.m. at 4971 Alabama HWY 68, Cedar Bluff Alabama 35959. The meeting was called to order by Chairman Jack Bond.

Roll Call:

Allen Baker Present Jack Bond Present

Linda Pickelsimer Present Mattie Williams Present

William Warren Present

Meeting attendees: Larry Sutherland, Renea Moten, John LeMay

The Pledge of Allegiance was led by Chairman Bond followed by the prayer, led by Board Member Williams.

**Approval of Minutes**

Office Manager Joshua Bolton presented the minutes from the meeting of November 21, 2023. Board Member Warren made a motion to accept the minutes as presented, which was seconded by Board Member Williams.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

**Manager Report**

Manager Steven Dutton presented the Managers Report to the Board. The report consisted of 1 sewer tap, 11 water leaks, 1 sewer leak, 5 meter or fitting repair/replaced and 1 water main repair. There was a total of 95 completed Work Orders.

**Financial Report**

Treasurer Pickelsimer presented the financial reports from October 2023 and November 2023 to the Board. Treasurer Pickelsimer made a motion to accept the financial reports as printed, which was seconded by Board Member Williams.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Office Manager Bolton presented the Check Registry to the Board. The Board did not have any questions concerning the Check Registry.

**Customers**

John LeMay addressed the Board concerning a water main that was struck while he was driving stakes in the ground. Mr. LeMay asked the Board if the water main could possibly be moved. He also stated he would sign a waiver stating that The Utilities of the Town of Cedar Bluff would not be responsible for any damage to his property if the water main was ever to break. After some discussion the Board tabled the discussion until Mr. LeMay’s land is surveyed or until the property markers are located.

Renea Moten addressed the Board concerning calcium build up in her water lines. She stated, the calcium has caused her toilet to continue to run after being flushed. After some discussion the Board tabled the discussion until Manager Dutton could investigate the lines running to her meter.

**Old Business**

Chairman Bond addressed the Board concerning the re-evaluation of The Utilities Board of the Town of Cedar Bluff policies and procedures. He stated there was some miscommunication and this topic was to be discussed after the new year. After some discussion, Chairman Bond made a motion to table the topic until after the new year, Board Member Williams seconded the motion.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Manager Dutton addressed the Board concerning the Excavator. He stated he talked to the mechanic who was waiting for a diagnostic tool to diagnose the Excavator. There was some discussion about retrieving the Excavator and finding someone else to work on it. After some discussion the Board decided to leave the Excavator where it is until Chairman Bond could discusses the problem with someone.

Board Member Warren asked for an update on the spray field. Manager Dutton stated he had reached out to Steve Brewer, and he was waiting for an update from him.

Board Member Warren asked if the task of running the sewer lines on 604 was completed. Manger Dutton stated it was completed.

Board Member Warren addressed the Board concerning the LADD Proposal. LADD Engineering proposed doing a study on the current system to determine the needs of the system and write a grant for $10,000.00. He asked if any other engineering companies had been contacted for a similar proposal. Chairman Bond suggested using Green Hill Engineering, the same engineering company Northeast Water uses. He stated he had been in contact with Kirt Odaniell, a representative of Green Hill Engineering, who stated they would not bid against LADD’s proposal but would do business with Cedar Bluff Utilities and could come to the next Board meeting. Chairman Bond also stated he did not see the need to pay $10,000.00 for LADD to determine the systems needs when Manager Dutton can do the same thing. After some discussion Board Member Baker made a motion to allow Manager Dutton to determine the needs of the system, Board Member Williams seconded the motion.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Board Member Baker made a motion to invite Green Hill Engineering to the next Board meeting, Board Member Williams seconded the motion.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Board Member Warren gave an update on the water tower grant that was submitted. He stated he has been in contact with Senator Jones and Representative Shaver, who have been in contact with ADEM.

Board Member Warren gave an update on the sand blasting of the fire hydrants. He stated Cedar Bluff Fire department was ready to do the sand blasting and he found a company to rent the sand blaster from. He suggested renting from Sunbelt rental, but he did not have a price and the sand would not be included. Chairman Bond stated he would like a price from Sunbelt before they rent the sand blaster. He would also like some prices from other rental companies. The topic was tabled until the next meeting.

**New Business**

Chairman Bond addressed the Board concerning payment agreements. He suggested doing away with the payment agreements due to the fact that the cutoff day was extended to the 25th of the month.

Board Member Warren asked Chairman Bond if there was an update on the bill the customers receive. Chairman Bond explained he along with the office staff are going to verify every bill before they are delivered to the post office.

After some discussion Board Member Williams made a motion to do away with the payment agreements and let our current payment plan stay in place and any current payment agreement will not be renewed, Board Member Warren seconded the motion.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Chairman Bond addressed the Board concerning texting and emailing bills to the customer. The subject was tabled until after this billing cycle.

Board Member Warren asked Manager Dutton for an update on the tank inspection from Southern Corrosion. Manager Dutton stated he had not heard back from them yet.

Board Member Warren addressed the Board concerning pay raises for the employees. He stated the Town of Cedar Bluff gave their employees a $0.50 raise along with a $1,000 bonus and suggested giving The Utility Board of the Town of Cedar Bluff employees a raise. Board Member Pickelsimer stated the Bonus that was given to The Utility Board of the Town of Cedar Bluff employees was in leu of the raise. After some discussion Board Member Bill made a motion to give The Utility Board of the Town of Cedar Bluff employees a $0.50 raise, Chairman Bond seconded the motion.

Motion Carried (5-0)

Aye: Baker, Bond, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

The meeting was adjourned at 5:17 P.M.

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Jack Bond, Chairman Date

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Joshua Bolton, Secretary Date