The Utilities Board of The Town of Cedar Bluff

March 19, 2024

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, March 19, 2024, 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 Absent

Meeting attendees: Larry Southerland, Marsha Kastl, Mike Lee, Ethan Redick, Billy Deavers, Renea Moten, Bobbie Hicks, Colleen McGinnis, Jeff Rosser, Jeniffer Brown

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

**Approval of Minutes**

Office Manager Joshua Bolton presented the minutes from the meeting of February 7, 2024. Board Member Williams made a motion to accept the minutes as presented, which was seconded by Board Member Baker.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Office Manager Joshua Bolton presented the minutes from the meeting of February 20, 2024. Board Member Williams made a motion to accept the minutes as presented, which was seconded by Board Member Baker.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Office Manager Joshua Bolton presented the minutes from the meeting of February 27, 2024. Board Member Williams made a motion to accept the minutes as presented, which was seconded by Board Member Baker.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

**Manager Report**

Manager Steven Dutton presented the Managers Report to the Board. The report consisted of 2 water taps, 1 sewer tap, 9 water leaks, 3 sewer leaks, 5 pump station repairs and 2 pumps replacements. There was a total of 88 completed Work Orders.

**Financial Report**

Treasure Pickelsimer presented the Board with the financial report from January 2024 and made a motion to accept the report as printed, Board Member Williams seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Treasure Pickelsimer presented the Board with the financial report from February 2024 and made a motion to accept the report as printed, Board Member Williams seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

**Customers**

The following customers who were put on the agenda were not present: Bradly King and Angela Richie

Billy Deavers addressed the Board about a water bill he received. He explained to the Board he had not had a leak. He stated his neighbor had a leak and he thought the meters had been swapped when the meters were being read. Board Member Williams asked if the meter had been misread? Office Manager Bolton stated the meter had been reread and the reading was correct. After some discussion, the Board told Mr. Deavers an investigation would need to be done before they can make a decision.

Collen McGinnis addressed the Board about a leak Judith Combs had. After some discussion Chairman Bond made a motion to credit Ms. Combs account by $51.94, Board Member Williams seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Ms. Morrow addressed the Board about a leak she had. After some discussion Board Member Williams made a motion to adjust Ms. Morrow’s account by $107.88, remove the late fee and allow Ms. Morrow to pay $100 in the month of March and pay the remaining amount and her current bill in the month of April, Board Member Pickelsimer seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Renea Moten addressed the Board about the calcium in her lines. She stated she had changed the filter to her water filtration system after Manger Dutton had inspected her water. Manger Dutton reported that he had filled five gallons buckets with the water after the meter and he did not discover any calcium. After some discussion, Attorney McWhorter suggested Ms. Moten have a licensed plumber inspect her house. The Board agreed with Attorney McWhorter suggestion.

**Old Business**

Jeff Rosser with Rosser Septic Tank Service addressed the Board. He thanked the Board for allowing him and the other pumper businesses to dump waste at the Cedar Bluff Utilities dump station. He discussed the different processes for servicing the restaurant in Cherokee county. He also asked if Board Member Baker had voted on changes concerning the dump station. Chairman Bond explained to Ms. Rosser that Board Member Baker abstained from anything concerning the dump station because it would be an ethics violation.

Office Manager Bolton presented the Board with the list of customers whose accounts were finalized and still had a balance and a list of customers who were turned off for non-payment and have not paid to have the water turned on. After some discussion Board Member Pickelsimer made a motion to finalize and write off any accounts that have been turned off for six months, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Office Manger Bolton addressed the Board with an update on selling the Case Excavator and the Truck. He stated he tried to create an account on govdeal.com to auction the Excavator but was having issues creating the account and would need to call the site administrator. He also stated there was no need to put the truck on govdeals.com but a flyer asking for sealed bids would have to be posted in three public places for three weeks before selling the truck. After some discussion, Board Member Baker made a motion to have a flyer posted in three public places asking for sealed bids on the truck, Board Member Pickelsimer seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Attorney McWhorter addressed the Board concerning the employee handbook. Attorney McWhorter suggested appointing a committee of two to work on the employee handbook. After some discussion, Chairman Bond appointed Board Member Williams and Board Member Pickelsimer to the employee handbook committee.

**New Business**

Mike Lee with Tributary Real Estate Group addressed the Board. He stated he was building twelve houses on the corner of County Road 131 and County Road 595. He stated he would run the water and sewer lines and purchase the water and sewer taps but he would need specifications of the pipes. Chairman Bond stated before covering the lines Manager Dutton could come out to inspect the lines. Mr. Lee stated once the construction is finished, he will turn over the lines to Cedar Bluff Utilities. Attorney McWhorter stated he would need to dedicate the lines and have a right of way on the plat for the property. Manger Dutton stated he would need 12 feet of right of way. Attorney McWhorter also stated to allow him to look over the amended plat before it was recorded.

Chairman Bond addressed the Board and suggested using Green Hill Engineering as Cedar Bluff Utilities engineering firm. After some discussion, Chairman Bond made a motion to start using Green Hill Engineering, Board Member Pickelsimer seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Board Member Pickelsimer addressed the Board concerning the 1099’s the Board would start receiving. She stated she had contacted Katie Gargus, with BMSS, who stated there would not be a problem changing the classification of the Board Members. She stated there would be a W2 for the first three months of this year but at the beginning of April the Board Members will be receiving a stipend of $250 a month. Board Member Pickelsimer made a motion to change the classification of the Board Member in April and all eligible Board Member will receive a stipend of $250 a month, Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

Board Member Williams made a motion to adjourn the meeting, Chairman Bond second the motion.

Motion Carried (4-0)

Aye: Baker, Bond, Pickelsimer, Williams

Nye: None

Abstained: None

The meeting was adjourned at 5:39 P.M.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jack Bond, Chairman Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Joshua Bolton, Secretary Date