The Utilities Board of The Town of Cedar Bluff
May 20, 2025

STATE OF ALABAMA
CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, May 20, 2025 at 4:00 p.m. at 4971 Alabama HWY 68, Cedar Bluff, Alabama 35959. The meeting was called to order by Chairman Williams.

Roll Call:

Allen Baker	Absent	Mattie Williams	Present
Linda Pickelsimer	Present	Loretta Higgins	Present
William Warren	Present		

Meeting attendees: Bobbie Hicks, Attorney McWhorter, Larry Sutherland, Tracy Marks, Jack Bond, Ollina McClellan, Krran Avner

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

Approval of Minutes

Ollina McClellan presented the minutes from the meeting of April 15, 2025. Board Member Warren made a motion to accept the minutes as presented; Board Member Pickelsimer seconded the motion.
Motion Carried (4-0)
Aye: Pickelsimer, Williams, Warren, Higgins
Nye: None
Abstained: None

Manager Report

Office Manager Bolton presented the Managers Report to the Board. The report consisted of two water taps, three sewer taps, twelve water leaks, one meter replacement, three pump station repairs and three pumps replaced. There were a total of thirty-six complete Work Orders.

Manager Dutton informed the Board that he would have to purchase two more pumps.

Manager Dutton informed the Board that he was approached by Waggoner Engineering. Board Member Warren explained to the Board once LADD Environmental submitted a grant application, they no longer have any involvement. Board Member Warren informed the Board that Christi Robinson, a representative of Waggoner Engineering, reviewed the previous submission for the grant. She informed him that the grant was missing some information that could increase the chances of receiving the grant. Chairman Williams and Board Member Warren stated Wagner Engineering would continue to give update on the grant process. Chairman Williams also informed the Board the Utilities Board of the Town of Cedar Bluff was not under any contractual agreement to continue using LADD Environmental. The discussion ended.

Financial Report
Treasurer Pickelsimer presented the April Financial Reports to the Board. She stated Financial Reports were in order and made a motion to approve the April Financial Reports, Board Member Higgins seconded the motion.
Motion Carried (4-0)
Aye: Pickelsimer, Williams, Warren, Higgins
Nye: None
Abstained: None

Customer Concerns
None

Old Business
Board member Williams asked Attorney McWhorter if he received anything on the indemnity letter for the Blood Drive. Attorney McWhorter states he had received an email from the representative to send him language, and stated the representative adopted Attorney McWhorter's language in a letter he sent back. He mentions the letter said that we, Cedar Bluff Utilities, will host the Blood Drive and that they will provide all necessary persons and equipment required for the Blood Drive. We are providing a location only and indemnify us with no liability unless we, Cedar Bluff Utilities, do anything. Attorney McWhorter states the indemnity letter and the copy of their insurance coverage looks good. Board Member Williams mentions letting Manager Bolton know the Blood Drive is a go. Attorney McWhorter suggested passing a resolution authorizing the chairman to sign the indemnity letter since the representative signed and send it back to

them. Board Member Warren made a motion to approve the indemnity agreement and go forward with the Blood Drive. Board Member Pickelsimer seconded.
Motion Carried (4-0)
Aye: Pickelsimer, Williams, Warren, Higgins
Nye: None
Abstained: None

Board Member Williams stated she had Manager Bolton check on the surety bonds mentioned in the meeting on April 15, 2025. She also notes it was discussed to include the boards treasurer. Ollina McClellan said that Manager Bolton stated that the employees in office were already under a Crime policy that covers all employees. She also mentions there are different bond limits for public official rates. Board Member Williams asked if we wanted to add Treasurer Pickelsimer to a bond we would have to decide on a bond limit. Ollina McClellan confirmed yes. Board Member Warren then asks Attorney McWhorter if there should be a bond on all board members as well since they sign checks. Attorney McWhorter states it would be a good idea for the board's protection. Board Member Williams asked if the only difference in payments is the premium payment for treasurer. She states that they would have to consider the amount of the bond limit they would want for the treasurer. Attorney McWhorter states it depends on the situation and how often funds are disbursed to see how big of a bond limit we need. Board Member Pickelsimer suggested that the Board should go with the $25,000 bond limit and include all the board members. She also states the payment would be the premium of $250 times 5 board members, and Board Member Williams agreed. Treasurer Member Pickelsimer made a motion to secure a surety bond for the treasurer and all board members for the bond limit of $25,000. Board Member Warren seconded.
Motion Carried (4-0)
Aye: Pickelsimer, Williams, Warren, Higgins
Nye: None
Abstained: None

Chairman Williams mentions Attorney McWhorter emailed the Bylaws for the board to review for any corrections. Board Member Warren stated Attorney McWhorter did a good job but he had a few questions just for clarity. He asked, under Article 3 Directors paragraph 1, who does it include when it says "Any officer of the municipality." Attorney McWhorter stated it would include anyone who works with or connected to the municipality. Board Member Warren then noted in paragraph 2 of Article 3, the bylaws say, "The Directors may adopt such rules and regulations of the conduct of the Board." He asked if it should be "for the conduct of the Board." They agreed it would be fine to keep it as is. Board Member Warren then mentions that Page 2 number 12 has a grammar error with an "s" missing in "the Board shall resume it deliberations in public." Page 3 it was asked by Board Member Warren if under Order of Business, before (a), if it should be the Call to Order including the Prayer and the Pledge. Attorney McWhorter says he could put that before the Roll Call. Then under (b) it should be "reading and approval of previous meeting." Next, under Article 4 number 3, Board member Warren stated another error and the statement should read "The officers of the Utilities Board are to be appointed." The word "be" was missing. On page 4 number 7 Board Member Warren and Attorney McWhorter agreed to change a statement to "the Utilities Board be signed by two persons which the Board shall designate in its official minutes" instead of "countersigned by one or more persons." Same as the last sentence stating "He/She shall make reports at regular meetings" instead of "from time to time." The Board agreed on that change as well. Then, in Article 5 number 2, "The Board may authorize the Chairman" should be "authorize." Lastly, Board Member Pickelsimer mentioned under number 5 it should be changed to include the Board Members as well. Attorney McWhorter mentioned he could put the amount in the paragraph and leave the language how it is.

The Ultra Sonic Meters update was then discussed. Ollina McClellan states that we, Cedar Bluff Utilities, were eligible for the cheaper version for $580,907.35. If we could not do the cheaper option, it would be $636,066.35. She then mentions the Fenix paperwork that is strictly the prop study and STA Line just list the bids given. Chairmen Williams mentions how Manager Bolton had spoken with Ultra Sonic Meters to see if there was a problem with RVS and how they just directed towards Fenix. Board Member Warren suggested we not go forth with the bids for it is too expensive. Chairman Williams then asks Manager Dutton if we were still doing the Fenix Pilot test. Manager Dutton mentions he has not heard anything back. He then mentions if we were to purchase new meters, we would possibly run the risk of having to worry able cheap meters all the time. Board Member Pickelsimer made a motion to table the situation until more information is brought forward. Board Member Warren seconded.

Motion Carried (4-0)
Aye: Pickelsimer, Williams, Warren, Higgins
Nye: None
Abstained: None

For RVS Billing Software Update, Chairman Williams asked if there was supposed to be a decision made. Ollina McClellan mentions the paperwork given was just for extra information showing what we already pay for RVS. She also Mentioned that if we got rid of the handhelds the yearly price would drop a little. If we were to interface with Fenix there would be a onetime fee of $750. Chairman Williams mentions after the board and Manager Dutton get some information from Garrett more discussion can be made. Chairman Williams suggested we table the situation for now.

Ollina McClellan then mentioned how the night drop update had been replaced the week before. It has been working efficiently with no issues as of now.

<u>New Business</u>
Mr. Kiran came to speak about getting a sewer extension on Paradise Point, which is outside the city limits. He mentions he wants to build multiple homes in that area that would be sewer only. Manager Dutton states how the board has discussed about no more sewer only customers before. However, he mentioned to Mr. Kiran that he would have to talk to the board about paying a contractor to run the lines and get them inspected then turned over to us, Cedar Bluff Utilities. Mr. Dutton states if done we would need a specific valve, costing around $500 each, placed on each tap to have access to the sewer for if someone turns it off or on. He also states that not only would the customer have to pay placement for the $500 valve, but that the sewer tap fee would probably have to increase. Attorney McWhorter stated we could have it where, under the conditions, the applicant will pay for construction of line, pay normal tap fees, and pay for the special valve. Mr. Dutton said he will get Mr. Kiran's contractor names but there will have to be more discussion about it. Manager Dutton also mentions the first pond at the lagoons may need to get a dredging as well. He states it would be expensive but if just the first one it would not be too bad. Chairmen Williams suggested we get more information on pricings on it. Board Member Warren suggested the board get together for a meeting with Mr. Kiran and LADD. Chairmen Williams suggested to table the situation for now.

Manager Dutton mentions Rural Water Pollution states the treatment plant is set up on a point system. He states we are below the set level and we are good. He then notes that through LADD to fill out the MWPP would have cost $600 but Rural Water Association fills it out for free. Chairman Williams also notes that Rural Water Association does the smoke testing for free. She also mentions, as Chairman, she must sign off on the MWPP. Manager Dutton said he would see if Rural Water would come help them set up the two generators they have at the shop since they have not been used. He mentions they set those up for areas that may need mutual aid. Chairman Williams suggested that is something that needs to be looked in to. Board Member Warren made a motion to accept the MWPP report, Board Member Pickelsimer seconded.
Motion Carried (4-0)
Aye: Pickelsimer, Williams, Warren, Higgins
Nye: None
Abstained: None

The meeting adjourned at 5:25 P.M.

____

Mattie Williams, Chairman Date

____

Joshua Bolton, Secretary Date