

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

STATE OF ALABAMA
CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, January 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	Present	Mattie Williams	Present
Linda Pickelsimer	Absent	Loretta Higgins	Present
William Warren	Present		

Meeting attendees: Larry Southerland, Linda Southerland, Marcia Kastl, Bobbie Hicks, Mayo Williams, Jenni Burt, Janet Warren, Terry White, Brock Black

The prayer was led by Board Member Warren and the Pledge of Allegiance led by Board Member Baker.

20 Year Pin

Chairman Williams spoke on two of the Cedar Bluff Utility employees who have worked with the company for 20 years. Both Terry White and Steven Dutton were presented with 20-year pins and a certificate for their hard work and dedication in the field.

Approval of Minutes

Ollina McClellan presented the minutes from the December 16, 2025 & January 9, 2025 board meeting. Board Member Warren made a motion to accept the minutes as presented for December 16, 2025 and Board Member Baker seconded; Board Member Higgins made a motion to accept the minutes as presented for January 9, 2025 and Board Member Baker seconded.

Motion Carried (4-0)

Aye: Higgins, Baker, Warren, Williams

Nye: None

Abstained: None

Manager Report

Manager Dutton presented the Managers Report to the Board. The report consisted of fifteen turn ons, eighteen turn offs, two disconnects, seven re-reads, ten read leave ons, one water taps, one sewer taps, seven water leaks, one sewer leaks, two inspect water pressure, eight line locates, one pump station repair, and three meter checks. There were a total of seventy-seven complete Work Orders.

Ollina McClellan presented the Systems Total to the Board. The water pumped was 4,507,700 gallons and the water sold was 3,229,100 gallons; 5000 gallons was used to flush the lines, leaving a loss of 1,273,600 gallons.

Financial Report

Chairman Williams opens that Board Member Picklesimer is absent. The financials haven't been passed due to BMSS delays causing those to be tabled. Chairman Williams mentions Board Member Pickelsimer wanted a draft to bring for the next meeting to be reviewed so the board can have an adequate report. Chairman Williams also states if BMSS cannot provide a draft by then the board will be meeting to review a possible new firm. It is also mentioned someone from the board should eventually shadow Board Member Linda as a backup. Chairman Williams suggests the Financial Reports be tabled for now until the next meeting.

2024-2025 Audit (UPDATE)

The auditors did not present at the meeting. The audit was supposed to be done and presented at said meeting but it is currently not finished. Chairman Williams states the audit isn't completed due to the USDA loan being paid to the principle and interest and is irreversible; however, we have always paid only to the principle. Therefore, seeing the mistake, the audit was incorrect and has to be reviewed over again. It is also mentioned with that Board Member Pickelsimer made a complaint because there hasn't been an error before. Chairman Williams insists someone from the firm is contacted to see if the Board would need a call meeting for an audit presentation since they said it would be available in February, 2026. Mr. McWhorter states we could get all information from the situation and bring it to our congressman for discussion. Board Member Warren mentions he would call BMSS and Chairman Williams said to call Board Member Pickelsimer.

Customer Concerns

- **Windell & Anna Wilson (trash refund)**
 - The Wilsons would like a refund for \$36 on being incorrectly charged for two cans when they have one. Board Member Warren made a motion to credit the Wilsons \$36 dollars. Board Member Higgins seconded.
Motion Carried (4-0)
Aye: Higgins, Baker, Warren, Williams
Nye: None
Abstained: None
- **Jane Ann Hester (trash refund)**
- **Janet & John Rogers (trash refund)**
- **Kimberly White (trash refund)**
- **Crystal Swindall (trash refund)**
 - Board Member Warren made a motion to table these accounts until further investigation is done. Board Member Baker seconded.
Motion Carried (4-0)
Aye: Higgins, Baker, Warren, Williams
Nye: None
Abstained: None
- **Kenneth Griggs (leak)**
 - Customer had a leak in which got fixed and wanted to get a credit. Board Member Warren made a motion to grant the \$120.13 credit to the customer. Board Member Higgins seconded.
Motion Carried (4-0)
Aye: Higgins, Baker, Warren, Williams
Nye: None
Abstained: None
- **Bryant Davis (\$75 refund)**
 - Customer wanted to get a \$75 refund on their account from being charged the cut off fee. Ollina McClellan states the customer had paid the bill through their bank which had a post mark on December 24, 2025. Cut offs were changed to December 29th due to Christmas holiday. However, we did not receive the check from their bank until January 5th, 2026, after the cut off period. Which in turn they were charged the \$75 turn off for nonpayment of late bill. Board Member

Baker made a motion to decline the \$75 refund. Board Member Warren seconded.

Motion Carried (4-0)

Aye: Higgins, Baker, Warren, Williams

Nye: None

Abstained: None

Old Business

- Camera System (update)

- Ollina McClellan presented the quotes from AAA Security, RJ Young, and American Watchtower and their offers. Board Member Warren Made a motion to go with AAA Security with them being cheaper and on NVR. Board Member Higgins seconded.

Motion Carried (4-0)

Aye: Higgins, Baker, Warren, Williams

Nye: None

Abstained: None

- GPS Tags (update)

- Ollina McClellan mentions that Office Manager Bolten said that in our area no one uses the GPS tags. He did mention there were some that do but he never received word from. Board Member Warren made a motion to table because he knows some that do use GPS tags and he will bring proposals.

- Truck Repair (update)

- Manager Dutton mentioned how the repairs would be done soon but he hasn't got a word within a week. He states the first couple days the auto store was waiting on the official part for the store.

- ADEM Grant Priority

- Chairman Williams lets the board know she had received a call from ADEM (Mr. McDuffie.) He states there was no indication of priority on the grants we have. Chairman Williams states the most pressing issue is the sewer, mainly the sewer pump stations. She presents how the grants could be prioritized, with the water tower being most expensive. She mentions how this is just extra information and the grants are still being reviewed with Cedar Bluff Utilities still in the running.

- **Fire Hydrant**

- Manager Dutton states they got permission from LDOTT to move the hydrants on Hwy 9 at 60 ft out of the hole at the edge of the highway. Calhoun meters has given an estimate for a fire hydrant for \$2,931 and a 6in gate valve. He said the hydrant we have is still good and we could get it put in for about \$4000. Cedar Bluff Utilities could save money using the existing hydrant and just replacing the gate valve. Therefore, if the hydrants had any problems, it can be turned off at the valve and save money versus buying a whole new one. Manager Dutton suggested the project should be done around a Monday holiday of when schools out. Board Member Warren made a motion to proceed with the hydrant replacement. Board Member Higgins seconded.

Motion Carried (4-0)

Aye: Higgins, Baker, Warren, Williams

Nye: None

Abstained: None

- **Code 11-50-310**

- Chairman Williams received a letter regarding when the board voted on if a landlord rents out a duplex or so, that the landlord would be responsible for the remaining bill if the tenant left. Also stating water services would not be turned on until balance is paid. By the state attorney's office, it is noted that this is illegal. Attorney McWhorter mentions we would need the landlord's signature on the service application stating if the tenant doesn't pay that the landlord would. Board Member Warren suggested the deposit be based on a percentage of the monthly average bill to help coverage of remaining bills. Attorney McWhorter let it be known that for protection when someone misses that first bill they have to be turned off. Board Member Warren asked if he could look for an ordinance that will help prevent the utility board from being stuck with high balances from nonpaying customers. Attorney McWhorter said he would research about the left-over bill from a tenant that requires the bill from the previous renter being paid before new service is at the residence. Chairman Williams made a motion to table the discussion.

New Business

- **ARWA Conference**

Chairman Williams mentions how Steven Dutton and Brock Black will now be going to the conference held in March.

Board Member Warren made a motion to adjourn the meeting; Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Higgins, Baker, Warren, Williams

Nye: None

Abstained: None

The meeting adjourned at 5:20 P.M.

Mattie Williams, Chairman

Date

Ollina McClellan, Secretary

Date