

The Utilities Board of The Town of Cedar Bluff  
March 17, 2026

STATE OF ALABAMA  
CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for a regular business meeting Tuesday, March 17, 2026, 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	Present	Loretta Higgins	Present
William Warren	Present		

Meeting attendees: Janet Warren, Jack Bond, Jerry Baker, Bob McWhorter

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

**Approval of Minutes**

Office Manager Bolton presented the minutes from the meeting of February 12, 2026. Board Member Higgins made a motion to accept the minutes as corrected; Board Member Warren seconded the motion.

Motion Carried (5-0)

Aye: Baker, Higgins, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Office Manager Bolton presented the minutes from the meeting of February 17, 2026. Board Member Warren made a motion to accept the minutes as corrected; Board Member Pickelsimer seconded the motion.

Motion Carried (4-0)

Aye: Baker, Pickelsimer, Warren, Williams

Nye: None

Abstained: Higgins

**Manager Report**

Manager Dutton presented the Managers Report to the Board. The report consisted of five turn Ons, fourteen turn offs, one disconnect, nineteen re-reads, five read leave ons, twenty-seven water leaks, six sewer leaks, two sewer inspections, one meter repair, three meters replaced, three flushed lines, thirty-eight line locates, and three pumpstation repairs. There were a total of one hundred complete Work Orders.

Office Manger Bolton presented the Systems Total to the Board. The water pumped was 5,875,100 gallons and the water sold was 3,480,600 gallons; 5000 gallons was used to flush the lines, leaving a loss of 2,341,900 gallons.

Office Manager Bolton addressed the Board concerning a water leak on Cathy st. coming off Cherokee Dr. He informed the Board an employee of Global Pipeline Express LLC had thrown a large rock on an exposed water line that was in a drainage ditch. The employee of Global Pipeline Express signed a promissory note on 2-17-2026 to pay for the damage to the pipe, a damaged piece of equipment and the hours it took to repair the pipe. The total amount to be paid was \$1104.70. Later the employee of Global Pipeline Express asked if he could pay the amount in installments, but he never signed the new promissory note. After some discussion, the Board asked Attorney McWhorter to investigate the issue. The discussion ended.

Board Member Warren asked if the GPS tag system had been implemented. Office Manager Bolton stated he had received the contact information from Cedar Bluff Town Hall and would begin to work on the GPS tag system.

Board Member Warren asked Office Manager Bolton if he had discussed a segregation of duties with Gerald Penicost. Office Manager Bolton reminded the Board the matter was tabled at the last Board meeting but if the Board could elaborate what segregation of duties involved. The Board explained that there needs to be a check and balance system implemented an example was having a different employee to check off on the daily deposits than the person who wrote the deposit. He explained he could implement a check and balance system. The discussion ended.

## **Financial Report**

Treasurer Pickelsimer stated she had reviewed the financial reports for February 2026. Treasurer Pickelsimer made a motion to approve February 2026 Financial Reports. Board Member Warren seconded the motion.

Motion Carried (5-0)

Aye: Baker, Higgins, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

### **Customer Concerns**

Office Manager Bolton addressed the Board concerning Barbara Williams who had a leak. He explained the leak had been fixed and the credit amount towards the sewer portion of her bill was \$9.70. Board Member Warren made a motion to credit \$9.70 to Ms. Williams' account; Board Member Baker seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Pickelsimer, Warren

Nye: None

Abstained: Williams

Office Manager Bolton addressed the Board concerning Derrick Stallings who had a leak. He explained the leak had been fixed and the credit amount towards the sewer portion of his bill was \$19.79. Board Member Baker made a motion to credit \$19.79 to Mr. Stallings' account; Board Member Higgins seconded the motion.

Motion Carried (4-0)

Aye: Baker, Higgins, Pickelsimer, Warren

Nye: None

Abstained: Williams

Office Manager Bolton addressed the Board concerning Denise Rollins who had a leak. He explained the leak had been fixed and the credit amount towards the sewer portion of his bill was \$37.78. Board Member Warren made a motion to credit \$37.78 to Mr. Rollins' account; Board Member Baker seconded the motion.

Motion Carried (5-0)

Aye: Baker, Higgins, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Office Manager Bolton addressed the Board concerning Sean Turner who had a leak. He explained the leak had been fixed and the credit amount towards the sewer portion of his bill was \$354.08. He told the Board he informed Mr. Turner he would have to come to a Board meeting because the credit amount was over \$200.00. He also informed the Board, Mr. Turner told him he could come to the meeting on May 19, 2026. The Board tabled the discussion until May 19, 2026.

### **Old Business**

Chairman Williams addressed the Board concerning the current Northeast Water contract. She explained Attorney McWhorter, who was asked to review the contract, explained to her that Cedar Bluff Utilities could not legally take Northeast Water customers. Northeast Water could sell or give their customers to Cedar Bluff Utilities, but they do not have to legally give up their customers. Chairman Williams stated she and Manager Dutton meet with Northeast Water Manager Johnny Jordan who told them that Northeast Water was not willing to give up their customers. She also reminded the Board that Cedar Bluff Utilities had encroached on Northeast Water customers in the past and had to pay a fine. The discussion ended.

Office Manager Bolton addressed the Board with an update on the Rate Study. He stated he sent the information to Alabama Rural Water Association to begin the rate study and has not received the completed study back. Chairman William stated the rates will be increased once the Board receives the Rate Study due to the fact the cost of maintaining and operating the water and sewer infrastructure for the Town of Cedar Bluff has increased. She also stated Northeast Water, where Cedar Bluff Utilities purchases water from, will be increasing their rates. The discussion ended.

Chairman William addressed the Board concerning the Water Tower grant. Chairman Williams stated there was no information on the grant application being awarded to Cedar Bluff Utilities. She also stated two engineering firms had worked on the grant application, LADD and Waggner. She stated Christi Robinson with Waggner Engineering had attended the February 17, 2026, Board meeting to discuss the grant but LADD was unable to attend the meeting and later met with herself, Board Member Warren, and Manager Dutton. Chairman Williams stated from the presentation LADD presented it would be more beneficial to have LADD

head up the project and have Waggner work with LADD. She also stated she had received an email stating if Cedar Bluff Utilities had found another source of funding to cover the matching funds of the grant it could take away from the amount that was awarded. She had asked Board Member Pickelsimer to review the email and confirm her assumptions. Board Member Pickelsimer stated she was correct. Board Member Warren addressed the Board stating if the Board received other federal funding, then the grant would be penalized because the original grant was federal fund but if Cedar Bluff Utilities received funding from another source that was not federally funded then they would not be penalized. Board Member Pickelsimer asked if both engineering firms were agreeable with working with one another. Chairman Williams answered yes. The Board also discussed the problem with the current water tower. The elevation of the current water tower causes the water pressure to be low. The discussion ended.

Board Member Warren addressed the Board concerning the Sewer grant. He stated he had a meeting in D.C. for the East Alabama Planning Commission. While there he applied for special appropriation grant to have the pump stations repaired. He stated when he returned to Cedar Bluff, he had an email asking for two supporting letters to go with the grant application. He then stated the funding will be coming out of the 2027 budget so it may be a year before an update on the application.

Chairman Williams asked Board Member Warren if there was an updated on the Condos Garbage can charges. Board Member Warren answered not at this time and the subject was tabled.

### **New Business**

Office Member Bolton addressed the Board concerning having the property for at the water tower surveyed. He stated Manager Dutton knew Board Member Higgins son was a surveyor and asked if the Board should have him survey the property. After some discussion, Board Member Warren made a motion to get two quotes to have the property surveyed; Board Member Baker seconded the motion.

Motion Carried (5-0)

Aye: Baker, Higgins, Pickelsimer, Warren, Williams

Nye: None

Abstained: None

Chairman Williams addressed the Board concerning new sewer only customers. She stated in the back of the Board packet they have a Sewer Only Packet with ten different minutes where the Board had discussed sewer only customers and a policy that was voted on July 17, 2018, that stated the following.

The policy of the Board is to allow any customer to hookup to Board sewer system if the Board Supplies their water service.

Chairman Williams stated Manager Dutton was getting a quote to hook the Livingstons to the sewer. Office Manager Bolton stated the Livingstons are Northeast water customers and would be sewer only customers but did have sewer available to them. Board Member Warren asked Office Manager Bolton why it was so difficult to have sewer only customers. Office Manager Bolton answered from what he has been told it would be difficult to disconnect sewer only customers for any reason. He stated if the sewer is disconnected and the sewer was to back up into the customer's house it may result in a lawsuit. Chairman Williams addressed the Board stating Cedar Bluff Utilities was not taking on anymore sewer only customers and promising or stating sewer may become available in areas where sewer is not available could become a legal conflict of interest for Cedar Bluff Utilities. Board Member Warren stated the Board could change the policy to state the following.

The policy of the Board will allow sewer only customers to hook to Board Sewer when the sewer becomes available.

Board Member Pickelsimer suggested before changing the policy, for Board Member Warren and Chairman Williams to meet with LADD to find out the cost of running sewer lines to potential new sewer only customers. The discussion ended.

Chairman Williams addressed the Board concerning adding two new addental Board Members to the Board making a total number of five Board Members. She stated it would allow the Board to operate more efftetely. After some discussion, the subject was tabled.

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

Motion Carried (3-0)

Aye: Pickelsimer, Warren, Williams

Nye: None

Abstained: None

The meeting adjourned at 5:33 P.M.

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Mattie Williams, Chairman

Date

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Joshua Bolton, Secretary

Date