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

STATE OF ALABAMA
CHEROKEE COUNTY

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

Meeting attendees: Marcia Kastl, Janet Warren

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

Approval of Minutes

Office Manager Bolton presented the minutes from the meeting of January 20, 2026. Board Member Warren had several corrections to the minutes. Board Member Warren made a motion to accept the minutes as corrected; Board Member Pickelsimer seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

Manager Report

Manager Dutton presented the Managers Report to the Board. The report consisted of fourteen turn ons, three turn offs, fifteen disconnects, twenty-one re-reads, six read leave ons, one water tap, twenty-six water leaks, one sewer leak, two meters replaced, one flushed line, eleven line locates, and one meter check. There were a total of one hundred complete Work Orders.

Office Manger Bolton presented the Systems Total to the Board. The water pumped was 6,137,500 gallons and the water sold was 3,480,600 gallons; 5000 gallons was used to flush the lines, leaving a loss of 2,651,900 gallons.

Financial Report

Treasurer Pickelsimer stated she had reviewed the financial reports for September 2025, October 2025, November 2025, December 2025, and January 2026 and had BMSS correct some clerical errors. Treasurer Pickelsimer made a motion to approve September 2025, October 2025, November 2025, December 2025 and January 2026 Financial Reports. Board Member Warren seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

The Board asked Office Manager Bolton to update the Financial Reports and the Minutes on the website. He stated now that the Financial Reports for September 2025, October 2025, November 2025, December 2025, and January 2026 had been approved he would update everything. The discussion ended.

Gerald G. Pentecost, Jr., CPA presented a draft of the 2024 – 2025 Audit to the Board. He gave a summary of the audit. Board Member Warren asked if it was mandatory for Cedar Bluff Utilities to send the audit to the State Board of Examiners. Mr. Pentecost informed the Board it was not a requirement to send the audit to the State Board of Examiners. Board Member Warren asked about the recommendation at the end of the audit that read as follows:

> "Implement internal control procedures to mitigate the lack of segregations of duties."

Board Member Warren stated it was a vague statement, and he asked for a better explanation. Mr. Pentecost gave an example of lack of segregation and what could be done to fix lack of segregation. He also explained that with a Yellow Book audit that the statement is mandatory in the audit. Board Member Warren recommended that Office Manager Bolton work with Mr. Pentecost to segregate duties between himself and Office Clerk Ollina McClellan. Chairman Williams

recommended the subject be tabled until the Board has time to discuss Board Member Warrens recommendation. The subject was tabled.

Board Member Pickelsimer made a motion to except the 2024 – 2025 Audit as printed. Board Member Warren seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

Customer Concerns

Office Manager Bolton addressed the Board concerning Betty Grace who had a leak. He explained the leak had been fixed and the credit amount towards the sewer portion of her bill was $62.31. Board Member Warren made a motion to credit $62.31 to Ms. Graces' account; Chairman Williams seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

Office Manager Bolton addressed the Board concerning Kim Floyd who had a leak. He explained the leak had been fixed and the credit amount towards the sewer portion of her bill was $97.50. Board Member Warren made a motion to credit $97.50 to Ms. Floyd's account; Board Member Pickelsimer seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

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. Chairman Williams stated the matter would need to be tabled until the March 17, 2026, meeting because she would need to abstain because of a conflict of interest. The discussion was tabled.

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 her bill was $19.79. Chairman Williams stated the matter would need to be tabled until the March 17, 2026, meeting because she would need to abstain because of a conflict of interest. The discussion was tabled.

Office Manager Bolton addressed the Board concerning trash refunds on four accounts. The Board discussed the matter and Board Member Warren stated Town Hall would need to discuss refunding the accounts. The Board agreed and tabled the discussion.

Old Business

Board Member Warren addressed the Board concerning GPS tags. He stated the Cedar Bluff Town Hall uses Fleet Complete to track their vehicles. The cost would be $6.80 per month per vehicle. After some discussion Chairman Williams made a motion to use Fleet Complete to track Cedar Bluff Utilities vehicles and equipment; Board Member Warren seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

Chairman Williams addressed the Board. She stated now that the audit was completed a rate study could be performed to increase rates. She stated Alabama Rural Water Association would perform the rate study with no cost. After some discussion Chairman Williams made a motion to start the rate study; Board Member Pickelsimer seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

Chairman Williams addressed the Board concerning the Water Tower Grant. She stated The Utilities Board of the Town Cedar Bluff had a special meeting on February 12, 2026, to review and approve a grant that was awarded to Cedar Bluff Utilities for a new Water Tower. She stated she asked Christi Robinson, a Waggoner Engineering representative, to meet with the Board to inform them of the next step after accepting the grant. Ms. Robinson addressed the Board explaining the next steps to move forward. She stated the Board could use

contractors to perform the work who they recommended or use local contractors. She also started LADD Engineering, who initially wrote the grant could also help with the grant process if that was what the Board wanted. The discussion ended.

New Business

Chairman Williams addressed the Board. She informed the Board that Northeast was raising their rates from $3.16 to $3.22. She also informed the Board that she and Manager Dutton had a meeting with Northeast's Manager Jonny Jorden. Chairman Williams informed the Board Mr. Jorden had informed her if the Cedar Bluff Utilities pursued customer belonging to Northeast it could lead to a breach in contract. The Board reviewed the contract between Northeast and Cedar Bluff Utilities. Board Member Warren called attention to the second paragraph in the contract that reads as follows:

> "Whereas, the Purchaser is organized and established under the provisions of section 11-50-312 et seq., of the Coad of Alabama, 1975, as amended, for the purpose of constructing and operating a water supply distribution system serving water users within the city limits of the City of Cedar Bluff, Alabama, and to accomplish this purpose, the Purchaser will require a supply of treated water, and"

Board Member Warren stated the paragraph allows Cedar Bluff Utilities to take the Northeast customers that are within the city limits of Cedar Bluff, Alabama. After some discussion, the Board asked Attorney McWhorter to review the contract. The discussion ended.

Chairman Willams addressed the Board concerning the Bad Check Charge Decrease. She stated Board Member Warren had brought to her attention that the charge needed to be changed from $35 to $30. Board Member Warren asked to address the Board and stated upon further research he found that the charge did not need to be changed. The discussion ended.

Chairman Williams addressed the Board concerning Howard Houge's pay increase. She informed the Board he had finished his ninety-day probation period and has received a $0.50 raise. The discussion ended.

Manager Dutton addressed the Board concerning Summer Breeze Sewer Line. He stated Mr. Buffington, who originally owned the land in question, ran a sewer line across his land to the end of Summer Breeze. Manger Dutton stated he would like to come off the existing line and run a new line along the road. After some discussion Board Member Warren made a motion to run the new sewer line; Chairman Williams seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

The Board asked Manager Dutton to research why the Livingston's who live in the city limits do not have sewer service and asked him to get boring prices to bore under the road to run a new line. The discussion ended.

Manager Dutton addressed the Board concerning the tree removal at 4290 Old Hwy 9. He informed the Board there was a leak on Cedar Bluff Utilities' side that was fixed but to fix the leak they had to remove the roots of an old pine tree. He stated this made the pine tree unsafe and the tree would need to be removed professionally. He presented three quotes to the Board. After some discussion Board Member Warren made a motion to use Swingin' D's Trees and Outdoor Services, LLC for $1750 to remove the tree and grind the stump; Chairman Williams seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

Board Member Pickelsimer addressed the Board to transfer $37039.00 from the Union State Allocations account to the Union State General account for insurance. Board Member Pickelsimer made a motion to transfer $37039.00 from the Union State Allocations account to the Union State General account; Board Member Warren seconded the motion.
Motion Carried (3-0)
Aye: Pickelsimer, Warren, Williams
Nye: None
Abstained: None

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 5:49 P.M.

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Mattie Williams, Chairman Date

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Joshua Bolton, Secretary Date