

Accepted by:
BAM
Vice-Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ May 31, 2017 ♦ 5:00 p.m.

I. Call to Order

The regular May 2017 Board meeting for the Utilities Board of the City of Daphne was held on May 31, 2017 at 5:00 p.m. in the Council Chambers at Daphne City Hall and called to order by Vice Chairman Billy Mayhand, proceeded by the Roll Call:

II. Roll Call

Members Present: Billy Mayhand, Vice Chairman
Selena Vaughn, Secretary/Treasurer
Mayor Dane Haygood, Board Member - arrived at 5:07 pm
Robin LeJeune, Board Member
Randy Fry, Board Member

Members Absent:

Others Present: Jerry Speegle – Board Attorney
Danny Lyndall – General Manager
Van Baggett – Operations Manager
Drew Klumpp – Administrative Services Manager
Teresa Logiotatos – Finance Manager
Samantha Coppels – Communications Manager
Melinda Immel – Volkert & Associates
Ray Moore – HMR

Others Absent: Lori May-Wilson – Executive Assistant

III. Pledge of Allegiance

The Vice Chairman led the Board and meeting attendees in the Pledge of Allegiance.

IV. Approval of Minutes

A. Utilities Board Minutes from April 26, 2017:

The Vice Chairman requested any additions, corrections, or deletions for the submitted Minutes from the April 26, 2017 Utilities Board Meeting.

MOTION by Randy Fry to approve the submitted Minutes for the April 26, 2017, Utilities Board meeting; SECONDED by Selena Vaughn.

AYE: Fry, LeJeune, Mayhand, Vaughn NAY: ABSENT: Haygood ABSTAIN: **MOTION CARRIED**

The Vice Chairman announced he would modify the Agenda choosing to address Old Business after the New Business Item A. Election of Vacant Board Officer Position and allow the newly-elected Chairman to continue the meeting.

V. NEW BUSINESS –

A. Election of Vacant Board Officer Position (BOARD ACTION: Motion)

The Vice Chairman called for nominations for the vacant Chairman position.

Selena Vaughn nominated Randy Fry.

Robin LeJeune nominated Billy Mayhand.

Since there were no other nominations, the Vice Chairman closed the nominations.

The Vice Chairman then called for a vote for those in favor to elect Randy Fry as Chairman.

AYE	NAY	ABSTAIN	ABSENT
Selena Vaughn Billy Mayhand		Randy Fry	Mayor Dane Haygood

The Vice Chairman called for a vote for those in favor to elect Billy Mayhand as Chairman.

AYE	NAY	ABSTAIN	ABSENT
Robin LeJeune		Randy Fry	Mayor Dane Haygood

The Vice Chairman announced the majority number of votes had been cast for Mr. Randy Fry and congratulated him as the new Chairman. He then relinquished the remainder of the meeting to Chairman Fry who thanked the Board members.

Chairman Fry directed the attendees to return to Old Business.

VI. OLD BUSINESS –

A. Amendments to Standard Construction Specification (BOARD ACTION: Motion)

Danny Lyndall invited Volkert's Melinda Immel to update the Board on comments.

Mrs. Immel advised that they did advertise the Admendments and received only clarification items from Adrienne Jones, the City of Daphne's Director/Zoning Administrator. Mrs. Immel requested the Board's approval after rewording the clarification items as suggested by Ms. Jones. Mr. Lyndall affirmed that Ms. Jones' comments were indeed clarifications and not suggested changes on any technical aspects, and respectfully requested the Board's approval.

MOTION by Selena Vaughn to adopt the Standard Construction Specifications Amendments (as clarified); SECONDED by Billy Mayhand.

AYE: Fry, LeJeune, Mayhand, Vaughn NAY: ABSENT: Haygood ABSTAIN: MOTION CARRIED

B. Presentation of 2015/2016 Audit by Mike Andreoli of Robertson, Andreoli & Covington, PC
Mike Andreoli of Robertson, Andreoli & Covington, PC addressed the Board with the findings of the annual audit. He highlighted total assets, liabilities, long term debt, the net position of the Utility Board, statements of revenue and expenses, statement of cash flows, capital

assets note, long-term debt, supplementary information, budget, and internal controls. The Chairman thanked Mr. Andreoli for his detailed presentation.

Mayor Haygood arrived.

C. Recommendation for Award: Jubilee Point/Windscape Lift Stations Force Main Improvements (BOARD ACTION: Motion)

Mr. Lyndall requested Melinda Immel of Volkert to discuss this recommendation. Mrs. Immel explained the bid process, summarized the scope of the project and answered questions from the Board.

MOTION by Billy Mayhand to award the contract to the lowest bidder (Nordan Contracting Co., in the amount of \$233,272.50); SECONDED by Selena Vaughn.

AYE: Fry, Haygood, LeJeune, Mayhand, Vaughn

NAY:

ABSENT:

ABSTAIN:

MOTION CARRIED

D. Recommendation for Award: Spanish Fort New Pump Station and Force Main (BOARD ACTION: Motion)

Danny Lyndall explained the project as the lift station on Highway 31 west of Highway 225 that was previously discussed with the Board. He introduced Mr. Joe Asarisi from Asarisi & Associates, LLC to review the project and bids. Mr. Asarisi summarized the project, gave an award recommendation and answered questions from the Board.

MOTION by Billy Mayhand to award the contract to Hughes Mechanical & Plumbing for the Spanish Fort New Pump Station and Force Main in the amount of \$187,228.12; SECONDED by Selena Vaughn.

AYE: Fry, Haygood, LeJeune, Mayhand, Vaughn

NAY:

ABSENT:

ABSTAIN:

MOTION CARRIED

VII. BOARD ATTORNEY'S REPORT

Mr. Speegle had nothing to add to his report but pointed out that a decision was received from the United States Court of Appeals for the Eleventh Circuit on Mr. Goodloe's appeal and the appellate court affirmed the trial court verdict from the jury which is a win in the process in this case. He advised that Mr. Goodloe can ask for the full panel of the Eleventh Circuit review his case, which would be the next appeal available. Mr. Speegle acknowledged that he was not aware if Mr. Goodloe will appeal for the full Court review the trial court decision but the Court does not have to grant the appeal. He stated that the Eleventh Circuit panel that ruled on this case issued an opinion and offered it for review to the Board. He advised that there were still a couple of ongoing cases that Mr. Andy Ruten is managing and updating him.

VIII. FINANCIAL REPORT

Teresa Logiotatos thanked Mike Andreoli for the good job with the audit he does for Daphne Utilities every year. She then reviewed the financial highlights of the month for the Board pointing out the revenues, expenses, net income, and capital items. She mentioned the Natural Gas department not reaching its budgeted revenues due to a warmer winter. Mrs. Logiotatos noted the restricted assets inventory as well as the Net Increase (Decrease) in Cash on the Cash Flow Report. She concluded by reviewing the Check History Report.

IX. GENERAL MANAGER'S REPORT

A. GM Report

Danny Lyndall introduced Antonio Winston as the new Facility Support Manager. He mentioned the success of Daphne Utilities' Customer Appreciation Day and the search for Civil War era burials at Village Point Preserve - D'Olive Cemetary with our GPR unit.

B. Operations Report

Van Baggett updated the Board on the 7 locations of the sewerling of Daphne project and answered questions about the project from the Board.

C. Engineering & Consulting Reports

Melinda Immel from Volkert had nothing further to add to her report.

Ray Moore from HMR had nothing to add to his report.

X. PUBLIC PARTICIPATION – None.

XI. BOARD ACTION – Previously addressed.

XII. BOARD COMMENTS –

Mayor Haygood thanked Mr. Lyndall and staff for their involvement in Public Works Day; Mr. Mayhand thanked Mrs. Logiotatos and her staff for the excellent financial management, thanked Mr. Lyndall and his staff for his continued determined efforts, commended the selection of Mr. Fry as Chairman and expressed his confidence of the good job he will execute, and told Mr. Lyndall he would like to discuss the easement charges brought up at the recent mid-year financial meeting; Mrs. Vaughn expressed her pride in the Daphne Utilities organization, employees and the financial position and stressed her commitment as a Board member to continue to guide in this positive direction; she also congratulated Antonio Winston for his promotion. Mr. LeJeune had no comment. Mr. Fry voiced his appreciation for the Customer Appreciation car wash, thanked Mr. Andreoli for his audit presentation, congratulated Antonio Winston as well, and thanked Mr. Mayhand for the confidence he asserted by his nomination.

XIII. ADJOURNMENT –

MOTION by Billy Mayhand to adjourn.

The meeting adjourned at 5:44 pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities