

Accepted by:

Chairman, Daphne Utilities



# APPROVED MINUTES

## Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ August 29, 2018 ♦ 5:00 p.m.

### I. Call to Order

The regular August 2018 Board meeting for the Utilities Board of the City of Daphne was held on August 29, 2018 at 5:06 p.m. in the Council Chambers at Daphne City Hall and called to order by Chairman Randy Fry, proceeded by the Roll Call:

### II. Roll Call

**Members Present:** Randy Fry, Chairman  
Billy Mayhand, Vice Chairman  
Selena Vaughn, Secretary/Treasurer  
Mayor Dane Haygood, Board Member  
Robin LeJeune, Board Member

**Members Absent:**

**Others Present:** Tony Hoffman – Board Attorney  
Danny Lyndall – General Manager  
Bobby Purvis – Operations Manager  
Drew Klumpp – Administrative Services Manager  
Rebecca Williamson – Accounting Assistant  
Lori May-Wilson – Executive Assistant  
Melinda Immel – Volkert & Associates  
Ray Miller – Volkert & Associates  
Ray Moore – HMR  
Joe Asarisi – Asarisi & Associates

**Others Absent:** Jerry Speegle – Board Attorney  
Teresa Logiotatos – Finance Manager  
Samantha Coppels – Communications Manager

### III. Pledge of Allegiance

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

### IV. Approval of Minutes

#### A. Utilities Board Meeting Minutes July 25, 2018

The Chairman requested any additions, corrections, or deletions for the submitted Minutes from the July 25, 2018 Utilities Board Meeting.

With no additions deletions or corrections, the Chairman declared that the submitted Minutes would stand approved.



**V. OLD BUSINESS –**

**A. Spanish Fort Storm Water Repairs –**

Danny Lyndall advised that the easement agreement had been reached with the property owner enabling the project of building the lift station and relocating the lines to move forward. He noted that the materials have been ordered.

**B. Property Expansion at WRF –**

Danny Lyndall updated the Board and gave background information for Mr. LeJeune, explaining the property owner to the north of the WRF had expressed interest in selling this property. Mr. Lyndall stated he had talked with the property owner and that the property is mostly wet with a small amount of dry area. He advised that he requested Mr. Ray Moore to investigate getting a survey of wet and dry areas; Mr. Lyndall also noted that the property owner has agreed to give Daphne Utilities the first right of refusal and is getting a property appraisal to propose a purchase price. He answered Mr. LeJeune's question regarding expansion of the WRF advising that the current property is limiting in any type of considerable expansion and that purchasing this available property would allow for more options for incremental growth.

**VI. NEW BUSINESS –**

**A. Award Bid for Replacement of the Headworks Screening Equipment at the WRF**

Mr. Lyndall advised that this had been previously discussed and described the equipment as the critical first stage of the treatment process to remove large solids and inorganic material that ensures the plant operates efficiently. He reminded the Board of the needed repairs discussed at a previous board meeting that would cost an estimated \$100,000 total repair plus a difficult down-time of 2 weeks. He invited Mrs. Melinda Immel to speak to the Board regarding the specifications and bid packages.

Mrs. Immel explained that only 2 bids were received on this project, one of which did not meet the required conditions of the bid documents leaving only one bid considered as lowest responsive bidder that was below the budget number projected. She noted that the screen in question is one of which the Daphne Utilities staff is familiar and is made in the United States, which is critical. She recommended the bid be awarded to Jim House and Associates in the amount of \$127,900.00. She answered Board questions regarding causes for disqualification of the other bidder, two of which were the location of the manufacturer as well as the equipment structure. She also answered Board questions relative to the old equipment and Mr. Lyndall displayed a graphic presentation regarding the equipment.

***MOTION by Robin LeJeune to accept the low bid from Jim House and Associates [for a total amount of \$127,900.00 which includes the extended warranty for an additional year for the project Equipment for a Headworks Screen Replacement at the Daphne Water Reclamation Facility]; Seconded by Selena Vaughn.***

**AYE:** Fry, Haygood, LeJeune Mayhand, Vaughn,

**NAY:**

**ABSENT:**

**ABSTAIN:**

**MOTION CARRIED**



**B. Independent Water Quality Testing (Power Point Presentation)**

Mr. Lyndall explained this topic was presented for discussion purposes although the Board may or may not take action based on information provided. He offered context from a previous board meeting that a citizen approached him to request independent water quality testing be conducted. Mr. Lyndall stated that after several discussions with the citizen and researching various processes, the citizen, Mr. Rick Fine, addressed the Board at last month's board meeting to make a formal request of the Board to consider appropriating an amount of money to conduct this independent testing. Mr. Lyndall advised that a meeting took place consisting of himself, Operations Manager Bobby Purvis, Chairman Randy Fry, Mayor Haygood with several members of his staff, along with Mr. Fine to discuss the independent water quality testing and after the meeting resolved to develop a plan to obtain quotes for conducting the independent testing along the shoreline of Mobile Bay. He explained that it was decided to test 3 or 4 separate sites along Mobile Bay in the Daphne area to test for enterococcus bacteria. Mr. Lyndall provided the Board a presentation that explained the effects in Daphne of the Mobile Bay Watershed, specific parameters and options for the proposals, and pointed out the vital input from the City of Daphne's Environmental Programs Manager, Ashley Campbell.

A discussion proceeded among the Board members, Board attorney, and staff regarding public education, results transparency, cost, locations, frequency, communication, and current ADEM coastal monitoring.

*MOTION by Mayor Haygood that this Board indicate our support of moving forward with Option 5 as part of next year's budget to monitor 3 sites at a weekly frequency for a period of 12 months for a cost of \$15,120.00 in particularly that those testing sites be Yacht Club, Bayfront, Village Point and Sibley Creek and that the testing not begin prior to October 1<sup>st</sup> and that staff work toward answering a lot of these questions and developing a plan so the Board can be comfortable to implement this plan at a future board meeting;*

Mr. Robin LeJeune requested amending the Motion by the deletion of the exact location of the testing sites in order to receive more input and information from Daphne's Environmental Programs Manager, Ashley Campbell, giving more time to discuss testing site locations.

With the Motion language amended, the Amended Motion was Seconded by Robin LeJeune.

*AMENDED MOTION by Mayor Haygood that this Board indicate our support of moving forward with Option 5 as part of next year's budget to monitor 3 sites at a weekly frequency for a period of 12 months for a cost of \$15,120.00 and that the testing not begin prior to October 1<sup>st</sup> and that staff work toward answering a lot of these questions and developing a plan so the Board can be comfortable to implement this plan at a future board meeting;*

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



**VII. FINANCIAL REPORT**

Rebecca Williamson highlighted for the Board the total net income on the financial summary, noting it is above projection for the year likely due to increase the gas revenue, reviewed several checks on the check history report, and offered to answer questions from the Board.

**VIII. BOARD ATTORNEY'S REPORT**

Mr. Hoffman had nothing to add to his report but offered to answer any questions.

**IX. GENERAL MANAGER'S REPORT**

**A. GM Report**

Danny Lyndall pointed out the diver that investigated the WRF outfall line, gave a brief background and history of this particular line and updated the Board of the findings of the line investigation.

**B. Operations Report**

Bobby Purvis had nothing further to add to his report.

**C. Engineering & Consulting Reports**

Melinda Immel with Volkert included for the Board a reminder of the expiration of the annual Point Repair contract noting that a bid award will be upcoming before the Board.

Ray Moore with HMR gave an update on the City's sewer project, noting the decommission of 35 septic tanks within the Whispering Pines area.

Danny Lyndall updated the Board on a recent Daphmont Community meeting he and Mr. Purvis were invited to regarding residents' concerns of failing septic tanks and inquired how to disconnect to the septic tanks and tie into Daphne Utilities sewer and asked about grant possibilities. Mayor Haygood suggested to investigate.

Mr. Robin LeJeune departed the meeting at 6:46pm.

Joe Asarisi with Asarisi & Associates had nothing further to add to his report and offered to answer any questions.

**X. BOARD ACTION –** Previously addressed under New Business

**XI. PUBLIC PARTICIPATION –** the Chairman opened Public Participation at 6:47pm. With no participation, Public Participation was closed.

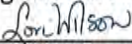
**XII. BOARD COMMENTS –**

**XIII. ADJOURNMENT**

*MOTION by Mayor Haygood to adjourn; Seconded by Billy Mayhand.*

The meeting adjourned at 6:47pm.

Preceding minutes submitted to the Daphne Utilities Board by:

  
Lori Wilson, Executive Assistant, Daphne Utilities