

Accepted by:

Chairman, Daphne Utilities



# APPROVED MINUTES

## Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ April 26, 2017 ♦ 5:00 p.m.

### I. Call to Order

The regular April 2017 Board meeting for the Utilities Board of the City of Daphne was held on April 26, 2017 at 5:02 p.m. in the Council Chambers at Daphne City Hall and called to order by Secretary/Treasurer Selena Vaughn, proceeded by the Roll Call:

### II. Roll Call

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

**Members Absent:** Billy Mayhand, Vice Chairman

**Others Present:** Jerry Speegle – Board Attorney  
Danny Lyndall – General Manager  
Van Baggett – Operations Manager  
Drew Klumpp – Administrative Services Manager  
Lori May-Wilson – Executive Assistant  
Melissa Mason – Accounting Technician  
Melinda Immel – Volkert & Associates  
Ray Moore – HMR

**Others Absent:** Teresa Logiotatos – Finance Manager

### III. Pledge of Allegiance

The Secretary/Treasurer led the Board and meeting attendees in the Pledge of Allegiance.

### IV. Approval of Minutes

#### A. Utilities Board Minutes from March 29, 2017:

The Secretary/Treasurer requested any additions, corrections, or deletions for the submitted Minutes from the March 29, 2017 Utilities Board Meeting.

**MOTION by Randy Fry to approve the submitted Minutes for the March 29, 2017, Utilities Board meeting; SECONDED by Billy Mayhand.**

**AYE:** Fry, LeJeune, Vaughn

**NAY:**

**ABSENT:** Mayhand

**ABSTAIN:** Haygood

**MOTION CARRIED**



V. **OLD BUSINESS –**

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

Danny Lyndall invited Volkert's Melinda Immel to brief the Board regarding the Amendments. Mrs. Immel explained that the Standard Construction Specifications are primarily technical specifications and the proposed amendments were posted on the Daphne Utilities website; she offered several examples of the amendments as well as informed the Board that the proposed amendments fall in line with updated specifications standards. Mayor Haygood expressed concern regarding outreach of the changes. It was suggested to postpone Board Action on Amendments to Standard Construction Specification.

*MOTION by Mayor Dane Haygood to postpone Board Action on the Amendments to Standard Construction Specification until the May 2017 Utilities Board meeting; SECONDED by Robin LeJeune.*

AYE: Fry, Haygood, LeJeune, Vaughn

NAY:

ABSENT: Mayhand

ABSTAIN:

**MOTION CARRIED**

VI. **NEW BUSINESS –**

A. **Spanish Fort Water System Meter Reading Billing Agreement (BOARD ACTION: Motion)**

Danny Lyndall advised that he briefly addressed this in his General Manager's Report but went on to clarify that the Agreement emphasizes Daphne Utilities' agreement to purchase meter readings from Spanish Fort Water in order to bill the Spanish Fort sewer customers on actual consumption as opposed to a flat-rate billing. He stated that after thorough legal review, it had been approved and signed by the Spanish Fort Water System board. He explained that it required Daphne Utilities' board approval due to the fact that since the Agreement is a multi-year contract, it is above the General Manager's purchase authority and requires Board approval. Mr. Lyndall answered questions from the Board.

*MOTION by Mayor Dane Haygood to approve the Spanish Fort Water System Meter Reading Billing Agreement as submitted; SECONDED by Robin LeJeune.*

AYE: Fry, Haygood, LeJeune, Vaughn

NAY:

ABSENT: Mayhand

ABSTAIN:

**MOTION CARRIED**

B. **Belforest Territory Swap (BOARD ACTION: Motion)**

Danny Lyndall explained the Agreement between Daphne Utilities and Belforest Water to swap 4 residential properties in Belforest service territory because they cannot easily serve them. He stated that Daphne Utilities has agreed to serve these 4 residential lots due to Daphne Utilities' adjacent water lines and swap 4 residential lots in a new subdivision coming on line. Mr. Lyndall answered questions from the Board.

*MOTION by Robin LeJeune to approve the Belforest Water System Swap Agreement (as submitted); SECONDED by Randy Fry.*

AYE: Fry, Haygood, LeJeune, Vaughn

NAY:

ABSENT: Mayhand

ABSTAIN:

**MOTION CARRIED**



**C. MWPP(Municipal Water Pollution Prevention) Program (BOARD ACTION: Resolution)**

Danny Lyndall described for the Board the ADEM requirement of the MWPP Program report which is essentially a statement of how well Daphne Utilities' wastewater treatment plant is operating through a scoring system. He further clarified that the required Resolution from our governing board states that we are committed to putting money into our system and continue to put forth the necessary efforts to prevent pollution into the waterways from our treatment plant and collection system.

*MOTION by Mayor Dane Haygood to adopt Resolution 2017-04 Municipal Water Pollution Prevention Program (as submitted); SECONDED by Randy Fry.*

AYE: Fry, Haygood, LeJeune, Vaughn

NAY:

ABSENT: Mayhand

ABSTAIN:

**MOTION CARRIED**

**VII. BOARD ATTORNEY'S REPORT**

Mr. Speegle had nothing to add to his report and proposed that Mr. Lyndall could brief the Board on the current situation with the Algae Systems property. Mr. Lyndall informed the Board that everything on the water had been removed and looked good. He advised that there had been very little movement on the site, although a former employee was on site to determine the best way to dispose of some of the material and equipment. Mr. Lyndall stated that the Algae Systems' lease expires in October 2017 and that a determination will be made before then as to the best way to fully clean the site and equipment removed.

**VIII. FINANCIAL REPORT**

Melissa Ramos, sitting in for Teresa Logiotatos, reviewed the financial highlights of the month for the Board.

**IX. GENERAL MANAGER'S REPORT**

**A. GM Report**

Danny Lyndall began his report with a presentation of the Skye's The Limit award with background information on how the award came to be, then presented this year's award to Jeremiah Cochran, a student at Daphne East Elementary School, for his science fair project. He then introduced Steve Henning, Daphne Utilities' GIS professional, to give a short presentation on the GIS project he has been undertaking and thanked him for the work he's done to get this project to this point.

Mr. Lyndall recognized Mr. Kenneth Day, Chairman of the Park City Water Authority, in the audience acknowledging that the Water Purchase Agreement between Daphne Utilities and Park City Water is due to expire and details for a renewed agreement are being organized.

He also commended Mark Thomas for passing his Grade III Water Certification Exam then acknowledged the day as Administrative Professionals Day and thanked Lori Wilson, Melissa Ramos, Tonya Whigham and Samantha Coppels for all that they do.

Mr. Lyndall reminded the Board of the mid-year budget review meeting and advised that he will be emailing the board members several dates in order to arrange the meeting.



**B. Operations Report**

Van Baggett confirmed a bid opening next month on the Spanish Fort Lift Station due to a previous sewer line failure and detailed the situation.

**C. Engineering & Consulting Reports**

Melinda Immel from Volkert confirmed Jubilee Force Main bid would be presented at the May board meeting and described the circumstances for the project.

Ray Moore from HMR updated the Board about the Whispering Pines/Pollard Road sewer project.

**X. PUBLIC PARTICIPATION** – None.

**XI. BOARD ACTION** – Previously addressed.

**XII. BOARD COMMENTS** –

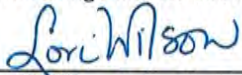
Mayor Haygood announced the audio upgrades in the Chambers and called attention to the Prodissee Pantry’s fundraising event Fill the Plate; Randy Fry expressed appreciation for the jobs the employees do and the information on the GIS progress. Selena Vaughn welcomed Randy Fry back to the Board.

**XIII. ADJOURNMENT** –

*MOTION by Mayor Dane Haygood to adjourn.*

The meeting adjourned at 6:04 pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities