

Accepted by:

  
Chairman, Daphne Utilities



# APPROVED MINUTES

## Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ February 27, 2019 ♦ 5:00 p.m.

### I. Call to Order

The regular February 2019 Board meeting for the Utilities Board of the City of Daphne was held on February 27, 2019 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  
Robin LeJeune, Board Member  
Selena Vaughn, Secretary/Treasurer  
Mayor Dane Haygood, Board Member

**Members Absent:** Randy Fry, Chairman

**Others Present:** Jerry Speegle – Board Attorney  
Danny Lyndall – General Manager  
Bobby Purvis – Operations Manager  
Drew Klumpp – Administrative Services Manager  
Teresa Logiotatos – Finance Manager  
Samantha Coppels – Communications Manager  
Lori May-Wilson – Executive Assistant  
Melinda Immel – Volkert & Associates  
Ray Moore – HMR  
Joe Asarisi – Asarisi & Associates

**Others Absent:**

### 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 January 30, 2019

With no additions deletions or corrections, the Vice Chairman declared that the submitted January 30, 2019 Minutes would stand approved.

### V. OLD BUSINESS – None

#### A. Water Quality Monitoring Website Update

Danny Lyndall notified the Board that the website was live and demonstrated the navigation to the website. He offered to answer any questions the Board may have and gave kudos to Daphne's Environmental Program Manager, Ashley Campbell, on the hard work she accomplished for this website.

**VI. NEW BUSINESS –**

**A. Volkert - Recommendation for Bid Award for: 2018/2019 Annual Contract for Right-of-Way Clearing – Volkert Project #408206 (Board Action: MOTION)**

Danny Lyndall detailed the project as clearing the brush from the 20-plus miles of right-of-ways in areas of Daphne Utilities' sewer lines to make accessible.

*MOTION by Mayor Dane Haygood to award the 2018/2019 Annual Contract for Right-of-Way Clearing- Volkert Project #408206 to McElhenney Construction Company LLC in the amount of \$166,820.11; Seconded by Robin LeJeune.*

AYE: Haygood, LeJeune, Mayhand, Vaughn NAY:

ABSENT: Fry ABSTAIN:

**MOTION CARRIED**

**B. Requisition R41L-021219 for Windscape Lift Station Improvements**

Danny Lyndall announced that although he was pulling this topic from the agenda, he would give the Board an update on this subject and advised that this requisition involved upgrades to this critical Windscape lift station increasing the capacity of the pumps to push more flow back to the WRF. He informed the Board that the subject was being pulled from the agenda due to issues with the justification form and would be an agenda item a later point in time. He then answered questions from the Board members.

**VII. BOARD ATTORNEY'S REPORT**

Mr. Speegle had nothing to add to the submitted report.

**VIII. FINANCIAL REPORT**

Teresa Logiotatos reviewed with the Board the figures for the net income and budgeted year end income, the days of cash on hand chart – with Danny Lyndall noting the aggressiveness of project undertaking within the submitted budget. Mrs. Logiotatos concluded by highlighting a few checks in the check history report and offered to answer Board questions.

**IX. GENERAL MANAGER'S REPORT**

**A. GM Report**

Danny Lyndall updated the Board on the Water Reclamation Facility outfall repair, advising of the placement of the barge in the Blakeley River and work details. Mr. Lyndall then spoke about the letter received from Park City Water Authority notifying Daphne Utilities of their belief that the new Daphne Sports Complex on Park Drive is within their services territory. Mr. Lyndall advised that although the driveway entrance to the new sportspark is within their service area, the actual complex itself is with the Daphne Utilities service area. He noted the response letter he sent, after a legal review. He reaffirmed this position to Mayor Haygood's inquiry of Daphne Utilities providing services to this sports complex. Mr. Speegle gave a legal clarification as to Park City's territory and expressed his opinion that this should not be an problem with Daphne Utilities providing services to this property. Mayor Haygood conveyed his concerns about connections and services for the complex. Mr. Lyndall acknowledged the concerns and informed the Board that he too was looking forward to the park's opening. A brief discussion took place regarding meters that may have already been installed.

**B. Operations Report**

Bobby Purvis updated the Board members about ongoing projects, specifically CityWorks, MoC Software, Bull Run Sewer project; he then announced that the National Gas department had their State audit with no violations and gave praise to the staff.

Danny Lyndall invited Drew Klumpp to inform the Board regarding administrative fee increases. Mr. Klumpp highlighted the fee comparisons to similar utility companies, in particular the tampering and theft of services fee noting that it has been brought to light due to the FlexNet system. He answered questions from the Board regarding current procedures before assessing fees, fee refund process, and customer payment agreements. Danny Lyndall concluded informing the Board that this topic will be forthcoming for Board approval.

**C. Engineering & Consulting Reports**

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

Ray Moore with HMR had nothing further to add to his report. Mr. Moore did, however, give testimony to the helpful calls Daphne Utilities' customer service makes to advise customers of suspiciously high water usage.

Joe Asarisi with Asarisi & Associates had nothing further to add to his report except to say that he brought contracts for signature.

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

**XI. PUBLIC PARTICIPATION** – the Vice Chairman opened Public Participation at 5:37 pm. With no participation, Public Participation was closed.

**XII. BOARD COMMENTS** – None

**XIII. EXECUTIVE SESSION** – if needed

**XIV. ADJOURNMENT**

*With no further business, Vice Chairman Mayhand declared the meeting adjourned.*

The meeting adjourned at 5:37pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities