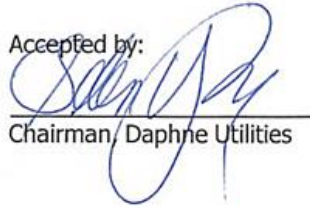


Accepted by:

Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ April 26, 2023 ♦ 5:00 p.m.

I. Call to Order

The regular April 2023 Board meeting for the Utilities Board of the City of Daphne was held on April 26, 2023 in the Council Chambers at Daphne City Hall and called to order at 5:00 p.m. by Vice Chairman Tim Patton, followed by the Roll Call:

II. Roll Call

Members Present: Tim Patton, Vice Chairman
Billy Mayhand, Secretary/Treasurer
Mayor Robin LeJeune, Board Member
Councilwoman Angie Phillips, Board Member

Members Absent: Selena Vaughn, Chairwoman

Others Present: Jerry Speegle – Board Attorney
Scott Polk – General Manager
Bobby Purvis – Operations Manager
Lexus Carlee – Finance Specialist
Drew Klumpp – Administrative Services Manager
Samantha Coppels – Communications Manager
Lori Wilson – Executive Assistant

Others Absent: Teresa Logiotatos – Finance Manager

III. Pledge of Allegiance

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

IV. Approval of Minutes

Utilities Board Meeting Minutes March 29, 2023

The Vice Chairman requested any additions, corrections, or deletions for the submitted minutes of the March 29, 2023, Daphne Utilities Board meeting. With no additions, deletions, or corrections, the Vice Chairman declared that the submitted March 29, 2023, minutes would stand approved.

V. OLD BUSINESS

A. None

VI. NEW BUSINESS –

- A. Recommendation for Contract Approval** of: Requisition R23-02 for Hauling & Disposal of Municipal Sludge from: Baldwin County Solid Waste Department in the amount of \$55.00 per ton; ([Board Action – MOTION](#))

Mr. Bobby Purvis, Field Operations Manager, explained when this contract was presented for bids, several of the quotes were very high, prompting the contract to be resolicited resulting in a more favorable amount and recommended the contract be awarded to Baldwin County Solid Waste Department.

Vice Chairman Patton reiterated the recommendation from staff for awarding the contract for Requisition R23-02 for Hauling & Disposal of Municipal Sludge to the Baldwin County Solid Waste Department in the amount of \$55.00 per ton.

MOTION by Mayor Robin LeJeune to award the contract for Requisition R23-02 for Hauling & Disposal of Municipal Sludge to the Baldwin County Solid Waste Department in the amount of \$55.00 per ton; Motion was Seconded by Mr. Billy Mayhand.

Vice Chairman Patton called for discussion; Mayor LeJeune inquired to the number of bids received, to which Bobby Purvis answered three bids were received. With no further discussion, Vice Chairman Patton called for a vote.

AYE: *LeJeune, Mayhand, Patton, Phillips* **NAY:** **ABSENT:** *Vaughn* **ABSTAIN:** **MOTION CARRIED**

- B. Resolution 2023-01 –** Resolution to Adopt and Approve the MWPP (Municipal Water Pollution Prevention) Program ([Board Action – RESOLUTION](#))

Sharon Surra, Water Reclamation Facility Supervisor, explained that the resolution is part of the annual report whereby it states that we are committed to keeping the system in good working order and is submitted every year. She then explained what specific information is included in the report and answered a few questions from the Board members.

MOTION by Councilwoman Angie Phillips to approve Resolution 2023-01; Motion was Seconded by Mayor Robin LeJeune.

AYE: *LeJeune, Mayhand, Patton, Phillips* **NAY:** **ABSENT:** *Vaughn* **ABSTAIN:** **MOTION CARRIED**

VII. BOARD ATTORNEY'S REPORT

Mr. Jerry Speegle had no written report this month.

VIII. FINANCIAL REPORT

Finance Specialist Lexus Carlee reviewed the financials for the Board for March 2023 highlighting: year-to-date all metered services over budget, revenue is over projections, year-to-date expenses under budget, on target to meet net income budget, the sewer, water and irrigation revenue performed over budget for the month, the gas revenue was under budget, and total expenses were under projections. She gave a brief explanation on the gas revenues performing under budget, the budget performances of maintenance-outside contract, fixed equipment expenses, and running over budget and ending with a review of a few checks on the Check History report.

IX. GENERAL MANAGER'S REPORT

A. GM Report

General Manager Scott Polk reported on: two wells under development at the Diamante water well and Well #15 (formerly Well #2); additional success with sewer on the 4th Street sewer expansion; mobilization of contractor for the North Main Street sewer line upgrade project; and lastly finalizing the admin office project with the resurfacing of the customer parking lot.

Mr. Polk advised the Board that notification was received from ADEM of a reporting non-compliance for one of our samples that was compromised due to the laboratory testing facility; and although it was not a water quality issue but a reporting and monitoring issue, will still have to be included in the upcoming CCR. He commended the staff for their rapid research and response to the issue.

Mr. Polk also recognized the day as Administrative Professionals Day, commenting that there are several people that fall into that category and thanked them for their work.

B. Operations Report

Mr. Bobby Purvis briefly spoke about the grit system removal project moving forward along with sewer collections rebuilding some of the lift stations in the system. He then invited Mr. Johnny Grimes, GIS Tech/Analyst, to give a brief presentation on the Daphne Utilities' GIS system.

Mr. Grimes gave the Board members a demonstration of the virtual tools that our employees use in operations, displaying such tools as ESRI software and CityWorks that benefit Daphne Utilities. He also answered a few questions from the Board regarding the demonstration.

Communications Manager Samantha Coppels advised the Board that the 811 Safe Digging month was highlighted on our social media and the new radio ad was airing.

C. Engineering & Consulting Reports – nothing to add to the submitted reports.

X. BOARD ACTION – previously addressed

Scott Polk invited new employee, Kimberly Nicholson, to introduce herself in her new position as the buyer to the Board members.

XI. PUBLIC PARTICIPATION –

With no participants, Vice Chairman Patton opened and closed Public Participation at 5:30pm.

XII. BOARD COMMENTS –

Councilwoman Phillips commented regarding the proceedings that transpired after the Board’s executive session at last month’s board meeting and that no further action was taken; Mr. Billy Mayhand expressed his excitement about the Cityworks software tool being utilized and planned to research it further; Mayor LeJeune had no comment; Vice Chairman Patton commented on the training that is taking place.

XIII. ADJOURNMENT

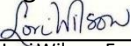
Vice Chairman Patton asked if there was a motion to adjourn.

MOTION by Mr. Billy Mayhand to adjourn.

AYE: LeJeune, Mayhand, Patton, Phillips, NAY: ABSENT: Vaughn ABSTAIN: MOTION CARRIED

The meeting adjourned at 5:31pm.

Preceding minutes submitted to the Daphne Utilities Board by:


Lori Wilson, Executive Assistant, Daphne Utilities