

Accepted by:

Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ March 25, 2026 ♦ 5:00 p.m.

I. Call to Order

The regular March 2026 Board meeting for the Utilities Board of the City of Daphne was held on March 25, 2026, in the Council Chambers at Daphne City Hall and called to order at 5:00 pm by Chairwoman Selena Vaughn, followed by the Roll Call:

II. Roll Call

Members Present: Selena Vaughn, Chairwoman
Tim Patton, Vice Chairman
Mayor Robin LeJeune, Board Member
Councilman Joel Coleman, Board Member

Members Absent: Billy Mayhand, Secretary/Treasurer

Others Present: Tony Hoffman – Board Attorney
Alex Godfrey – Chief Operations Officer
Lexus Carlee – Chief Finance Officer
Samantha Coppels – Chief Communications Officer
Kelly DeLaney – Customer Service Manager
Lori Wilson – Executive Assistant

Others Absent: Jerry Speegle – Board Attorney
Scott Polk – CEO/General Manager

III. Pledge of Allegiance

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

IV. Approval of Minutes

Utilities Board Meeting Minutes February 25, 2026

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the regular Daphne Utilities Board meeting of February 25, 2026.

With no additions, deletions or corrections, the Chairwoman declared that the submitted minutes of the regular Daphne Utilities Board meeting of February 25, 2026, would stand approved.

V. OLD BUSINESS –

A. None

VI. NEW BUSINESS –

- A. **Resolution 2026-02** – Resolution to Adopt and Approve the MWPP (Municipal Water Pollution Prevention) Program for 2026 ((Board Action: RESOLUTION)

Chief Operations Officer Alex Godfrey explained to the Board that this was the annual MWPP report required by ADEM which serves to evaluate our wastewater collection system and our water reclamation facility. He stated that the report was completed by Aaron Kirkland, WRF manager, and reviewed by Krebs Engineering.

MOTION by Mayor Robin LeJeune to Adopt and Approve Resolution 2026-02 for the MWPP (Municipal Water Pollution Prevention) Program for 2026; the Motion was seconded by Mr. Tim Patton.

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

- B. **Recommendation for Bid Award** – Construction of Production Well #16 at Trojan Water Treatment Plant (Volkert Project No. 408287) for a total base bid plus additive alternate 1 in the amount of \$1,422,197.00 to National Water Services, LLC (Board Action: MOTION to Approve)

Volkert's Melinda Immel advised the Board members that National Water Service submitted the lowest bid and she advised the Board consider full award of the total base bid amount plus the additive alternate, though Utilities' staff were determining whether or not they are going to do the additive alternate so this option would be available making the total bid amount \$1,422,197.00. She noted that National Water Services is a new driller in this area and Daphne Utilities has not worked with them before, however references had been checked and approved. She then answered questions from Board members.

MOTION by Mr. Tim Patton to approve the Recommendation for Bid Award - Construction of Production Well #16 at Trojan Water Treatment Plant (Volkert Project No. 408287) for a total base bid plus additive alternate 1 in the amount of \$1,422,197.00 to National Water Services, LLC; the Motion was seconded by Mayor Robin LeJeune.

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

VII. BOARD ATTORNEY'S REPORT

Mr. Tony Hoffman, sitting in for Mr. Jerry Speegle, advised there was nothing to add to the submitted report.

VIII. FINANCIAL REPORT

Finance Manager Lexus Carlee reviewed for the Board: revenue for the year-to-date which was over budgeted projections, expenses for the year were under projections, total net income for the year was also over budgeted projections so far, and net income for February. Ms. Carlee also highlighted miscellaneous checks for board members. She offered to answer any questions from board members and updated them on the budget process.

IX. GENERAL MANAGER'S REPORT

A. GM Report

Chief Operations Officer Alex Godfrey reported to the Board in the absence of CEO/GM Scott Polk, updating the Board members on projects submitted in the report.

Communications Officer Samantha Coppels had nothing to add to her submitted report but mentioned that Lake Forest donated a cheeseburger lunch for Daphne Utilities employees to enjoy.

B. Operations Report

Chief Operations Officer Alex Godfrey had nothing further to his submitted report.

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

X. **PUBLIC PARTICIPATION** – At 5:16pm, Chairwoman Vaughn opened and closed Public Participation noting that there was no participation.

XI. **BOARD ACTION** – None.

XII. BOARD COMMENTS –

Councilman Joel Coleman had no comment.

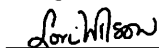
Mayor Robin LeJeune had no comment.

Mr. Tim Patton appreciated the training and conferences provided for employees.

XII. ADJOURNMENT

With no additional comments, the Chairwoman Vaughn called for a motion to adjourn the meeting. Councilman Joel Coleman made the Motion to Adjourn. The meeting adjourned at 5:17 pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities