Accepted by:

Chairman, Daphne Utilities

DAPHNE UTILITIES
WATER • NATURAL GAS • SEWER

APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ◈ July 29, 2026 ◈ 5:00 p.m.

I. Call to Order

The regular July 2026 Board meeting for the Utilities Board of the City of Daphne was held on July 29, 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 Billy Mayhand, Secretary/Treasurer Mayor Robin LeJeune, Board Member
Members Absent:	Councilman Joel Coleman, Board Member
Others Present:	Jennifer Holifield – Board Attorney Scott Polk – CEO/General Manager 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

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 June 24, 2026

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the regular Daphne Utilities Board meeting of June 24, 2026.

With no additions, deletions or corrections, the Chairwoman declared that the submitted minutes of the regular Daphne Utilities Board meeting of June 24, 2026, would stand approved.

V. OLD BUSINESS –

A. None

VI. NEW BUSINESS –

A. Presentation of 2024/2025 Audit from Wilkins Miller LLC, Certified Public Accountants & Advisors

Kristian Reeves with Wilkins Miller LLC introduced herself to the board as the new auditors this year. She noted to the board members that: an unmodified, clean opinion was issued which is the highest level of assurance they can provide meaning the financial statements were presented fairly in all material respects, the Board's financial position and results; no material weaknesses or significant deficiencies were identified and internal controls over financial reporting; no instances of non-compliance with laws, regulations or grant terms; the single audit received an unmodified opinion on compliance for major federal programs, specifically the drinking water state revolving fund which had no findings or questionable faults. She then reviewed financial statements with the Board members. She concluded by stating it was a great audit and looked forward to starting next year's audit earlier.

B. Recommendation for Bid Award - Lakeview Loop Water Main Replacement – (Volkert Project No. 408288) for a Total Bid Amount of $TBD

Volkert engineer, Melinda Immel explained the delay in giving contractors more time due to interest in the project. She advised that this project is to replace the water main's old class 160 pvc pipe, which is no longer used, on half of Lakeview Loop and the apparent low bid was $838,135.00 from Edge Utilities, Inc., which was a new contractor for us so references were verified. She reported that this will be using SRF money and recommended the project be awarded to this contractor.

MOTION by Vice Chairman Tim Patton to approve Recommendation for Bid Award Lakeview Loop Water Main Replacement – (Volkert Project No. 408288) for a Total Bid Amount of $838,135.00 to Edge Utilities, Inc.; the Motion was seconded by Mayor Robin LeJeune.

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

VII. BOARD ATTORNEY'S REPORT

Ms. Jennifer Holifield, representing Mr. Jerry Speegle, had one item that was not included in the submitted report. She notified the Board that there was a new lawsuit that had been filed by Belforest Water System against the Utilities Board, the City of Daphne, the [Daphne] Industrial Development Board, and 68 Ventures. She volunteered to answer any questions the Board may have. She did confirm they are trying to have this lawsuit dismissed.

VIII. FINANCIAL REPORT

Finance Manager Lexus Carlee highlighted for the Board: the total assets for the year have increased, the money market interest rate increased, revenue for the year is on target, expenses for the year are slightly under projections, other income expenses are slightly over budget and expected to see net income for this year level off after expenses for the vac-truck come through;

review of various monthly cash payments noting deposit refunds increased as closing out of garbage accounts as they are transferred over to the City of Daphne, with very little construction payments this month.

Chairwoman Vaughn inquired about scheduling for a budget review meeting; it was discussed that a meeting was being planned for mid-August.

IX. GENERAL MANAGER'S REPORT

A. GM Report

CEO/GM Scott Polk reviewed and updated his submitted Project Updates for the Board: five of the six pumps funded in part by the GOMESA grants have been installed with the sixth site, which is at CR64 and US98 at the bank, was breaking ground; the 90% design meeting for the WRF took place last week with attendance from Board Vice Chairman Tim Patton whereby it was decided to put in a formal RFP for the dewatering; expecting to start drilling the new well at the Trojan plant very soon after rectifying insurance and endorsements issues.

Chairwoman Vaughn asked about getting a WRF plan presentation some time in August. Mr. Polk explained the status of the plan and plans to schedule a presentation to the Board.

Mr. Polk continued to brief the Board member on several projects including: increased fees for meter-read, raw data received from Spanish Fort Water used for billing and the challenges it is has become in dealing with them, but with an upcoming meeting with Spanish Fort Water along with Sensus, a more positive favorable settlement is hopeful; a 3rd test well in Daphmont is being worked on the north side of the property that is being discussed for a property swap with the City of Daphne that is turning up good amounts of water and a survey for this this property was included to indicate where subdividing would take place; the Paylocity transition took place and expect more versatility with this software company; preliminary budget draft is drawing near completion with finalizing some benefit costs this year including another increase from Blue Cross Blue Shield this year; Well #4 behind Central Plant failed over the weekend and will most likely need full work on the motor as an emergency repair.

B. Operations Report

Chief Operations Officer Alex Godfrey noted that Mr. Scott Polk basically covered everything that was in his report and offered to answer any questions from the Board members.

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

X. **PUBLIC PARTICIPATION** – At 5:37pm, Chairwoman Vaughn opened and closed Public Participation noting that there was no participation.

XI. **BOARD ACTION** – None.

XII. BOARD COMMENTS –

Mr. Billy Mayhand had no comment.

Mr. Tim Patton commended Mrs. Samantha Coppels for speaking at the national conference on behalf of Daphne Utilties.

Mayor Robin LeJeune had no comment.

XII. ADJOURNMENT

With no additional comments, the Chairwoman Vaughn called for a motion to adjourn the meeting. Mr. Billy Mayhand made the Motion to Adjourn. The meeting adjourned at 5:38 pm.

Preceding minutes submitted to the Daphne Utilities Board by: Lori Wilson, Executive Assistant, Daphne Utilities Lori Wilson