Accepted by:

Chairman, Daphne Utilities

DAPHNE UTILITIES

WATER • NATURAL GAS • SEWER

APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ◆ September 30, 2026 ◆ 5:00 p.m.

I. Call to Order

The regular September 2026 Board meeting for the Utilities Board of the City of Daphne was held on September 30, 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:
Tony Hoffman – Board Attorney
Scott Polk – CEO/General Manager
Alex Godfrey – Chief Operations Officer
Lexus Carlee – Chief Finance Officer
Kelly DeLaney – Customer Service Manager
Lori Wilson – Executive Assistant

Others Absent:
Jerry Speegle – Board Attorney
Samantha Coppels –Chief Communications Officer

III. Pledge of Allegiance

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

IV. Approval of Minutes

A. Utilities Board Meeting Minutes July 29, 2026

The Chairwoman pointed out a correction brought to her attention regarding the numbering of a resolution passed last month and called for a Motion to revise Resolution 2026-03 to Resolution 2026 -05

MOTION by Secretary/Treasurer Billy Mayhand to approve the correction of Resolution 2026-03 to Resolution 2026-05; the Motion was seconded by Vice Chairman Tim Patton.

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

B. Utilities Board Natural Gas Work Session, September 10, 2026
The Chairwoman requested any additions, corrections or deletions for the submitted minutes of the Utilities Board Natural Gas Work Session, September 10, 2026. With no additional deletions or corrections, the Chairwoman declared that the minutes of the regular Utilities Board Natural Gas Work Session, September 10, 2026, would stand approved.

V. OLD BUSINESS –

A. CORRECTION: Motion to Correct Resolution 2026-03 to **RESOLUTION 2026-05** – for the previously approved Adoption the Proposed Longevity Compensation Pay for Current, Full-Time Daphne Utilities' Employees (Board Action – RESOLUTION)

Previously addressed under Approval of Minutes

VI. NEW BUSINESS –

A. Election of Board Officer positions – (Board Action – MOTION)

1. Chairman

MOTION by Mr. Tim Patton to nominate Selena Vaughn for the officer position of Chairman; the Motion was seconded by Mayor Robin LeJeune and Mr. Billy Mayhand.

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

2. Vice Chairman

MOTION by Mr. Billy Mayhand to nominate Mr. Tim Patton for the officer position of Vice Chairman; the Motion was seconded by Mayor Robin LeJeune.

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

3. Secretary/Treasurer

MOTION by Mr. Tim Patton to nominate Billy Mayhand for the officer position of Secretary/Treasurer; the Motion was seconded by Mayor Robin LeJeune.

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

B. Authorization for Sale of Trucks and Equipment on GovDeals.com (Board Action – MOTION TO APPROVE)

CEO/GM Scott Polk identified for the Board members the items that are no longer functional for use for the Utilities and requested to be listed on the govdeals.com website as previous items had been listed.

MOTION by ViceChairman Tim Patton to approve the Authorization for Sale of Trucks and Equipment on GovDeals.com; the Motion was seconded by Mayor Robin LeJeune.

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

C. RESOLUTION 2026-05 – to Establish a Spanish Fort Water System Data Fee (Board Action – RESOLUTION)

CEO/GM Scott Polk described the arrangement Daphne Utilities has had with Spanish Fort Water System in acquiring meter data for our Spanish Fort sewer customers and the fees Spanish Fort Water System has charged; he explained that after receiving notification from Spanish Fort that they were increasing their data retrieval fee by $2,500 per month, he received notification a few weeks later that their fee was increasing to $4,000 per month with an annual increase of 5% or we could discontinue receiving meter reads from them. He stated that the options considered were to accept the cost or to transition to flat-rate billing, however the flat-rate billing would impact the low-use customers which are more inclined to be fixed-income customers and while flat-rate billing may be easier, it would be a negative impact on the area population. He reminded the members of the decision to accept the $4,000 per month cost and to include a Spanish Fort Data Fee to those affected customers. He explained that the submitted Resolution before the Board would be to indicate on the bills for those sewer customers in Spanish Fort as a Spanish Fort Water System Data Fee so that those customers would understand.

MOTION by Vice Chairman Tim Patton to approve RESOLUTION 2026-05 – to Establish a Spanish Fort Water System Data Fee, the Motion was seconded by Mayor Robin LeJeune.

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

VII. BOARD ATTORNEY'S REPORT

Mr. Tony Hoffman, representing Mr. Jerry Speegle, had nothing further to add to the submitted report.

VIII. FINANCIAL REPORT

Finance Manager Lexus Carlee highlighted for the Board: the total assets increase; inventory reflecting high as more efficient and accurate processes are implemented, revenue and expenses are within 1% of budgeted projections; total net income is over budget with not many large invoices coming in the current month but expect more by the end of the fiscal year

resulting in net income ending close to target; sewer and gas performed over budget with water slightly under budget.

IX. GENERAL MANAGER'S REPORT

A. GM Report

CEO/GM Scott Polk reported that: all six GOMESA permanent natural gas by-pass pumps are installed and operational with minimal SCADA issues to address but these pumps are prepared in case of power outage preventing any sewer overflows; regarding the 90% design update for the WRF, an RFP is being finalized after discussing actual needs about the dewatering equipment and once the plan is completed, we can move forward and determine how we propose to fund it; the driller was on site at what will be Well #16 behind Trojan plant; documents are being reviewed between attorneys for the City of Daphne and Daphne Utilities regarding the land swap; an organization reached out about installing a cell tower on our Douglas Road water tank and we are in preliminary discussions to determine what they expect to do.

B. Operations Report

Chief Operations Officer Alex Godfrey added that Well #16, they began drilling and recognized our water quality team who received two awards at AWPCA conference for best operated plant for the Trojan Water plant and the Award of Excellence for the Central (Lovette) Water plant.

Scott Polk also included that the WRF received Gold Performance Award from NACWA. He also confirmed for Tim Patton that the tank inspections were some of the best tanks McGuire has seen for a water system. Volkert's Melinda Immel added that ADEM has put in some new regulations and starting in December 2027, the tanks will have to be inspected on a 5-year cycle so inspections are being spread out to have a couple each year be inspected and also include the clear-wells.

C. Engineering & Consulting Reports –

X. PUBLIC PARTICIPATION – At 5:24pm, Chairwoman Vaughn opened and closed Public Participation noting that there was no participation.

XI. BOARD ACTION – Previously addressed.

XII. BOARD COMMENTS –

Mr. Billy Mayhand had no comment.

Mr. Tim Patton reiterated what a great job everyone is doing with budgeting and keeping on track.

Mayor Robin LeJeune invited everyone to City Hall on October 7th at 10:30am for the Daphne Centennial Brand launch.

XII. ADJOURNMENT

With no additional comments, the Chairwoman Vaughn called for a motion to adjourn the meeting. Secretary/Treasurer Billy Mayhand made the Motion to Adjourn. The meeting adjourned at 5:25 pm.

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