



Daphne Utilities

APPROVED MINUTES

Utilities Board Meeting

City of Daphne Council Chambers ♦ November 28, 2012 ♦ 5:00 p.m.

I. Call to Order

The regular November 2012, Board meeting for the Utilities Board of the City of Daphne was held on November 28, 2012 and called to order by Chairman Robert Segalla, at 5:08 p.m.

II. Roll Call

Members Present: Robert Segalla, Chairman
Fenton E. Jenkins, Vice Chairman
Lon Johnston
Randy Fry

Others Absent: Bailey Yelding, Mayor

Others Present: Jerry Speegle – Board Attorney
Rob McElroy – General Manager
Danny Lyndall – Operations Manager
Teresa Logiotatos – Finance Manager
Drew Klumpp – Administrative Services Manager
Deloris Brown – HR Manager
Lori May-Wilson – Executive Assistant
Arlene Ethier – Operations Assistant
Melinda Immel – Volkert & Associates
Ray Moore - HMR

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 Minutes from October 31, 2012:

The Chairman inquired if there were any corrections for the submitted Minutes from the October 31, 2012, Utilities Board meeting. No corrections were made.

MOTION BY Lon Johnston to approve the Minutes for October 31, 2012; Seconded by Fenton Jenkins.

AYE: JENKINS, JOHNSTON, SEGALLA, FRY

ABSENT: YELDING

ABSTAIN:

MOTION CARRIED

V. Old Business

Rob McElroy noted that the land lease for the Algae Systems Research Project with the City Council has been approved but are continuing to finalize the Memo of Understanding.

VI. New Business

A. Election of Secretary / Treasurer

***MOTION BY** Chairman Segalla to nominate Randy Fry for Secretary/Treasurer; Seconded by Mr. Johnston.*

AYE: Jenkins, Johnston, Segalla, Fry **ABSENT:** Yelding **ABSTAIN:** **MOTION CARRIED**

VII. BOARD ATTORNEY’S REPORT

Mr. Speegle had nothing to add to his report.

VIII. FINANCIAL REPORT

Teresa Logiotatos highlighted the financial reports for the Board and noted the irrigation was under budget. She noted that the auditors will be preparing the audit in the coming weeks.

IX. GENERAL MANAGER’S REPORT

A. GM Report

Rob McElroy reported positive media coverage due to the research project with Algae Solutions and are in the early stages of planning a formal press conference jointly with Algae Solutions as well as cleaning the maintenance plant so that it will be presentable for the public and the press to walk the property safely. He also pointed out an article in U.S. Business Executive reporting on the Daphne Utilities’ programs. Both Mr. McElroy and Chairman Segalla noted that they are proud of the employees.

Deloris Brown had nothing further to add to her report. Chairman Segalla noted that the company is building up the accident-free hours again. Mr. Jenkins questioned as to when the Employee Evaluations are due. He asked for an Executive Session to be held after the general meeting tonight with the subject of “Personnel”.

***MOTION BY** Mr. Jenkins for Executive Session after the meeting; Seconded by Mr. Johnston.*

AYE: Jenkins, Johnston, Segalla, Fry **ABSENT:** Yelding **ABSTAIN:** **MOTION CARRIED**

Mr. Johnston asked for an updated listing of terms of Board Members for Mr. Fry.

Danny Lyndall had nothing further to add to his report but wanted to make the board aware of a proposed lease with J & F Solutions to place equipment on two of the water tanks. This company provides internet access through a wireless communication signal and would be smaller than any of the equipment that we currently have on our tanks. Chairman Segalla suggested that this is cleared by Mr. Speegle before proceeding with this lease.

Melinda Immel of Volkert & Associates noted that the renovations Bayview Lift Station is on schedule and is slated to be started next week. Chairman Segalla asked about Central Plant. Mrs. Immel stated that this project is progressing.

Ray Moore of HMR had nothing further to add to his report. Mr. Johnston asked that the information on the unsewered areas being prepared for the city be made available to the board.

X. BOARD ACTION –

Accomplished under “New Business”

XI. PUBLIC PARTICIPATION – None.

XII. BOARD COMMENTS – Mr. Fry stated that he is looking forward to serving on the Daphne Utilities board. Mrs. Logiotatos reminded the board that they are converting to the new billing system next week. Mr. McElroy reminded the board that there will be no meeting next month, but board books will be distributed as usual.

The Board adjourned for Executive Session – 5:26 pm

***MOTION BY** Fenton Jenkins to adjourn for Executive Session for the purpose of discussing personnel for approximately 20 minutes; Seconded by Lon Johnston.*

AYE: Jenkins, Johnston, Fry, Segalla, **ABSENT:** Yelding **ABSTAIN:** **MOTION CARRIED**

Executive session ended 5:33 pm.

Mr. Jenkins questioned the process and who approves the raise for the General Manager. Mr. McElroy responded that the board does. Mr. Jenkins asked if there is any type of vote. Chairman Segalla stated that he sends out an email to the board members twice per year asking for input into Mr. McElroy’s Employee Evaluation and percentage of raise. He noted that two board members agree with Chairman Segalla’s recommendation but he doesn’t receive responses back from Mr. Jenkins or the other board member. Mr. Jenkins questioned the legality of not having the board members vote on this recommendation. Mr. Speegle stated that he would investigate a formal procedure and vote for a proposed General Manager raise. Chairman Segalla noted that the pay range was voted on to be changed in August along with the company-wide pay scale. He also made the recommendation that Mr. McElroy’s pay raise be voted on at the next board meeting. Chairman Segalla also stated that he needs feedback on the Employee Evaluation for Mr. McElroy. Mr. Jenkins would like to see a formal procedure and vote from the board.

XIII. ADJOURNMENT –

***MOTION BY** Chairman Segalla to adjourn the meeting; Seconded by Lon Johnston*

AYE: Jenkins, Johnston, Fry, Segalla, **ABSENT:** Yelding **ABSTAIN:** **MOTION CARRIED**

The meeting adjourned at 5:55 pm.