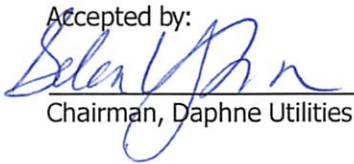


Accepted by:  
  
Chairman, Daphne Utilities



# APPROVED MINUTES

## Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ July 29, 2020 ♦ 5:00 p.m.

### I. Call to Order

The regular July 2020 Board meeting for the Utilities Board of the City of Daphne was held on July 29, 2020, in the Council Chambers at Daphne City Hall and called to order at 5:06 p.m. by Chairman Selena Vaughn, followed by the Roll Call:

### II. Roll Call

**Members Present:** Selena Vaughn, Chairman  
Billy Mayhand, Vice Chairman  
Tim Patton, Secretary/Treasurer

**Members Absent:** Mayor Dane Haygood, Board Member  
Robin LeJeune, Board Member

**Others Present:** Jerry Speegle – Board Attorney  
Scott Polk – General Manager  
Bobby Purvis – Operations Manager  
Samantha Coppels – Communications Manager  
Drew Klumpp – Administrative Services Manager  
Teresa Logiotatos – Finance Manager  
Lori May-Wilson – Executive Assistant  
Melinda Immel – Volkert & Associates  
Ray Moore – GMC

**Others Absent:** Joe Asarisi – Asarisi & Associates

### III. Pledge of Allegiance

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

### IV. Approval of Minutes

#### A. Utilities Board Meeting Minutes June 24, 2020

The Chairman requested any additions, corrections, or deletions for the submitted minutes for the June 24, 2020 Utilities Board meeting.

With no additions, deletions, or corrections, the Chairman declared that the submitted June 24<sup>th</sup> minutes would stand approved.

### V. OLD BUSINESS – None

## VI. NEW BUSINESS –

- A. **MOTION to Grant Authority to General Manager, Scott Polk to be the account creator and log-on contact for the U.S. EPA's America's Water Infrastructure Act website (Board Action: MOTION)**

Mr. Polk explained the U.S. EPA's America's Water Infrastructure Act website is a standard compliance which we complete in order to log our emergency response plans with the EPA.

*MOTION by Tim Patton to Approve Authority to General Manager, Scott Polk, to be the Account Creator and Log-on Contact for the U.S. EPA's America's Water Infrastructure Act website; the Motion was Seconded by Billy Mayhand.*

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

## VII. BOARD ATTORNEY'S REPORT

Mr. Speegle reported that he received an email from ADEM stating that a letter was sent to Scott Polk noting that all the requirements have been met; Mr. Speegle stated that he will prepare a joint Motion for the lawyers to sign on behalf of their clients, file it and be released from the consent decree, hopefully bringing an end to this Order.

## VIII. FINANCIAL REPORT

Teresa Logiotatos began her review of the financials for June 2020: noting total assets decrease from May to June due to bond principle payment; reviewing the similar patterns on the graphs, the Statement of Cash Flow reports, and lastly a few checks on the Check History Report.

## IX. GENERAL MANAGER'S REPORT

### A. GM Report

General Manager Scott Polk reviewed the project updates advising the Board of: a marginal SSO that occurred earlier in the day; of an ADEM notification that all our SRF loans applications have been posted on their website bringing the process nearer to closing; the update for the Diamante water well referring to Melinda Immel; the status of the tertiary filter and uv upgrades projects at the WRF; the completion of the Thompson Lane project; and lastly, the possibility of sewer and gas service for a development along Rigsby Road. Mr. Polk noted that the budget is continuing to be refined and planned to be presented at the September board meeting. He spoke about the collection department's I&I issues developing at the Daphne Middle School as well as at Daphne Public Works. He addressed two earlier SSO's that occurred in the month, to which Bobby Purvis elaborated. Mr. Polk informed the Board of the change to nation-wide benefits broker Cobbs Allen to streamline the benefits offered to Daphne Utilities employees. Lastly, he notified the Board that the late fees and disconnects remain temporarily suspended for customers.

Samantha Coppels advised the Board of the positive feedback related to the Everbridge Notification System recently activated.

**B. Operations Report**

Mr. Bobby Purvis further commented on a water main break that occurred on Fairway.

**C. Engineering & Consulting Reports**

Mrs. Melinda Immel from Volkert gave an update on the well located at the Diamante subdivision and the first phase of the US98 water line improvements project.

Mr. Ray Moore from GMC apprised the Board of the U.V. Disinfection and Filter project at the Water Reclamation Facility. He also commended Mr. Polk on his speech at a local service organization luncheon.

**X. BOARD ACTION** – Previously addressed.

**XI. PUBLIC PARTICIPATION** – the Chairman invited participants to address the Board at 5:41 pm; with no participants, the Chairman closed Public Participation at 5:41 pm.

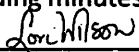
**XII. BOARD COMMENTS** – Tim Patton appreciated the notifications posted on Daphne Utilities' Facebook page. Chairman Vaughn recognized the hard work the employees put forth during inclement weather

**XIII. ADJOURNMENT**

The Chairman called for adjournment at 5:43 pm.

The meeting adjourned at 5:43 pm.

Preceding minutes submitted to the Daphne Utilities Board by:

  
Lori Wilson, Executive Assistant, Daphne Utilities