


Accepted by:

Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ December 2, 2020 ♦ 5:00 p.m.

I. Call to Order

The regular November 2020 Board meeting for the Utilities Board of the City of Daphne was held on December 2, 2020, in the Council Chambers at Daphne City Hall and called to order at 5:02 p.m. by Chairman Selena Vaughn, followed by the Roll Call:

II. Roll Call

Members Present: Selena Vaughn, Chairman
Tim Patton, Vice Chairman
Billy Mayhand, Secretary/Treasurer
Mayor Robin LeJeune, Board Member
Councilman Doug Goodlin, Board Member

Members Absent:

Others Present: Jerry Speegle – Board Attorney
Scott Polk – General Manager
Bobby Purvis – Operations Manager
Drew Klumpp – Administrative Services Manager
Samantha Coppels – Communications Manager
Teresa Logiotatos – Finance Manager

Others Absent: Lori May-Wilson – Executive Assistant

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 October 28, 2020

The Chairman requested any additions, corrections, or deletions for the submitted minutes for the October 28, 2020 Utilities Board meeting.

With no additions, deletions, or corrections, the Chairman declared that the submitted October 28th minutes would stand approved.

V. OLD BUSINESS – None

VI. NEW BUSINESS –

A. Recommendation for Bid Award (In-house) –Janitorial Services for Daphne Utilities (Board

Action: MOTION)

Mr. Scott Polk gave details to the Board about the current bid process for the janitorial services. Buyer Marinda Turner confirmed that references were investigated, explained about previous janitorial services and answered questions from the Board.

MOTION by Mayor Robin LeJeune to accept the Cleaned Wright as the responsible low bidder, the other two [lowest and next to lowest] being deemed irresponsible bidders, the [contract] subject to review from legal; Motion was Seconded by Billy Mayhand.

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

B. Recommendation for Bid Award (GMC) – SRF Tertiary Filtration & UV Disinfection (Board

Action: MOTION)

Mr. Robbie Strom with GMC addressed the Board detailing the bid process for the project and answered questions from the Board before recommending J&P Construction.

MOTION by Mr. Tim Patton to approve the award [of the bid for the SRF Tertiary Filtration and UV Disinfection] to J & P Construction Co. [in the amount of \$2,497,000.00]; Motion was Seconded by Doug Goodlin.

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

C. RESOLUTION 2020-06 - AUTHORIZING THE ISSUANCE BY THE BOARD OF ITS \$4,815,000 SUBORDINATED WATER, GAS AND SEWER REVENUE BOND - SERIES 2020-CWSRF-DL; \$5,215,000 SUBORDINATED WATER, GAS AND SEWER REVENUE BOND - SERIES 2020-DWSRF-DL (Board Action: RESOLUTION)

Mr. Scott Polk explained to the Board that the resolution presented provided authorization to move forward with signing the documents for both the CWSRF Clean Water and DWSRF Drinking Water loan closing documents. He noted that it had been validated through financials that capacity was more than enough to support the bond issues and that another series [of bonds] are expiring this year allowing for flexibility if needed.

MOTION by Mr. Doug Goodlin to waive the reading of Resolution 2020-06 Authorizing the Issuance by the Board of its Water, Gas and Sewer Revenue Bond-Series 2020-CWSRF-DL and DWSRF-DL; Motion was Seconded by Mr. Tim Patton.

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

There was no further discussion.

MOTION by Mr. Doug Goodlin to pass Resolution 2020-06 as stated before – the two bond issues Bond-Series 2020-CWSRF-DL and DWSRF-DL; Motion was Seconded by Mr. Billy Mayhand.

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

VII. BOARD ATTORNEY'S REPORT

Mr. Speegle noted that his report was related to the bond issue that was previously discussed. He had nothing to add to his report

VIII. FINANCIAL REPORT

Teresa Logiotatos reviewed for the Board the financials for the first month of the new fiscal year, giving an update on and discussing various aspects of the new accounting software she had installed, reviewing the graphs, charts and checks .

IX. GENERAL MANAGER'S REPORT

A. GM Report

General Manager Scott Polk updated the Board on: the water expansion on US98 to Dale Road, Malbis Estate easement rights for the new line from Diamante to Trojan plant, project for sewer service on Friendship Road, 2nd Street water quality issue, Rigsby Road sewer service project, vehicle safety emphasis, implementation of employee Danny Wilson as Daphne Utilities' safety person, employee reviews and cost-of-living and merit raises, and lastly the reinstitution of disconnects and late fee charges. Mr. Polk mentioned some issues that surfaced that he noticed on the What's Happening in Daphne social media relating to Daphne Utilities water quality. He answered questions from the Board.

Samantha Coppels notified the Board of utilizing the Everbridge Alert System for the 2nd Street project to notify customers in that area of the project.

Mr. Doug Goodlin noticed and asked for updated maps included in his Board Information binder.

B. Operations Report

Mr. Bobby Purvis advised Mr. Goodlin of a login in which he could review updated service map information. He informed the Board of recent PSC directives relating to gas risers. He conveyed kudos to several employees' accomplishments and certifications.

Samantha Coppels had nothing to add to her submitted report but thanked the Board members for participating in the grant awards.

C. Engineering & Consulting Reports

Mr. Robbie Strom with GMC gave a brief update on the pre-bid meeting for the UV filter project and the potential bidders.

Mrs. Melinda Immel with Volkert gave more detail information about the raw water line at the Diamante water well and additional closing information about the SRF loans. She also answered additional Board questions regarding the well.

X. BOARD ACTION – Previously addressed.

XI. PUBLIC PARTICIPATION – the Chairman invited participants to address the Board at 5:32 pm; with no participants, the Chairman closed Public Participation at 5:32 pm.

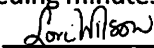
XII. BOARD COMMENTS – Mayor Robin LeJeune thanked staff for all their hard work dealing with the storms and commented on the positivity of the efforts taking place; Mr. Tim Patton agreed with the Mayor LeJeune's comments and also thanked Samantha Coppels for coordinating the grant awards emphasizing the importance in the schools and with the teachers and students. Chairman Selena Vaughn reminded everyone to remember to celebrate the positive events, congratulated Alex Godfrey on his promotion, and gave kudos for the grant awards. Mr. Tim Patton commended the staff for the NACWA award.

XIII. ADJOURNMENT

The Chairman called for adjournment at 5:35 pm.

The meeting adjourned at 5:35 pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities