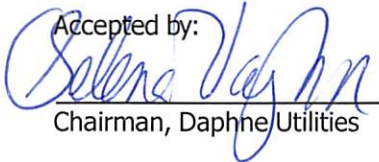


Accepted by:  
  
Chairman, Daphne Utilities



# APPROVED MINUTES

## Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ March 31, 2021 ♦ 5:00 p.m.

### I. Call to Order

The regular March 2021 Board meeting for the Utilities Board of the City of Daphne was held on March 31, 2021, in the Council Chambers at Daphne City Hall and called to order at 5:00 p.m. 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  
Councilman Doug Goodlin, Board Member

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

**Others Present:** Jerry Speegle – Board Attorney  
Scott Polk – General Manager  
Bobby Purvis – Operations Manager  
Samantha Coppels – Communications Manager  
Teresa Logiotatos – Finance Manager  
Lori Wilson – Executive Assistant

**Others Absent:** Drew Klumpp – Administrative Services Manager

### 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 February 24, 2021

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes for the February 24, 2021 Utilities Board meeting.

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

### V. OLD BUSINESS – None

## VI. NEW BUSINESS -

### A. **Motion to Approve Requisition #R41-032321** - Purchase of 2021 Vacall Freightliner 114SD/SFA vacuum truck (**Board Action: MOTION**)

Mr. Scott Polk explained the current status of the vac truck in need of costly repairs, over 15 years old, and scheduled to be replaced in next year's capital improvement plan vehicle purchase. He clarified that although this purchase was not included in this year's capital improvement plan, some smaller projects have been pushed back from this year to next in order to find the funds to purchase it and still maintain our current capital improvement budget. He noted that, currently, we are renting a vac truck for \$400 per day but it is equipment that is vital. He advised that we have already received the Sourcewell contract which does not require a bidder since it is approved by the State. Mr. Purvis answered Board questions relating to improvements to the equipment in the past 15 years that included a larger debris tank as well as a hydro-excavator; he notified the Board of 2 other utilities that have this brand of equipment. He noted that the current vac-truck will either be offered for sale on GovDeals or investigate a buy-back or trade-in program related to sewer.

*MOTION by Doug Goodlin to approve the acquisition of the Vacall truck; Motion was Seconded by Billy Mayhand.*

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

### B. **Recommendation for Bid Award** – (Volkert Project #408236) for Expansion of Existing Aquastore Douglas Road Tank (**Board Action: MOTION**)

Mr. Polk clarified that this is part of the planned capital improvement for this year to expand this tank by an additional 500,000 gallons in order for us to better serve the north part of our territory that includes Spanish Fort, Timbercreek, Highway 90 and the Malbis area. He explained that bids were sought even though there is only one supplier to offer this expansion on this particular tank that will also warranty the pad and tank. Mr. Markus Stacey with Volkert confirmed that it was a clean bid with no issues and recommended the bid be awarded to Southeastern Tank, Inc. in the amount \$474,900.00, noting that they will warranty the foundation design going forward. Mr. Polk added that this was included in our CIP for this year and state revolving funds are being used for this project.

*MOTION by Billy Mayhand to approve the bid award for \$474,900.00 [to Southeastern Tank, Inc. for the expansion of existing aquastore on the Douglas Road tank]; Motion was Seconded by Doug Goodlin.*

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

### C. **Resolution 2021-01** - Resolution to Adopt and Approve the MWPP (Municipal Water Pollution Prevention) Program (**Board Action: RESOLUTION**)

Chairwoman Vaughn questioned if there was any significant differences from last year's submission. Mr. Purvis noted the headworks upgrades with the new screen and advised that next year's package will include the addition of the filters. Mr. Polk added that the submission was reviewed by GMC as well.



*MOTION by Tim Patton to Adopt and Approve Resolution 2021-01 - the MWPP (Municipal Water Pollution Prevention) Program; Motion was Seconded by Billy Mayhand.*

**AYE:** Goodlin, Mayhand, Patton, Vaughn

**NAY:** ABSENT: LeJeune

**ABSTAIN:** **MOTION CARRIED**

## **VII. BOARD ATTORNEY'S REPORT**

Mr. Speegle had no new or remaining matters to report.

## **VIII. FINANCIAL REPORT**

Teresa Logiotatos noted to the Board this review is for February 2021, 5 months into the fiscal year and reviewed: the year-to-date revenue, expenses, net income, budgeted year-end income, revenue graphs, balance sheet projects and liabilities, the Cash Flow Report, departmental cash flow reports, and the Check History Report. She answered Board questions relative to payments for garbage and PILOT fees.

## **IX. GENERAL MANAGER'S REPORT**

### **A. GM Report**

General Manager Scott Polk gave project updates to the Board on: Olde Towne Daphne's inspection and cleaning of sewer lines with a completion of the project in the coming weeks; the Diamante water well entering the easement staking phase; the natural gas line upgrade/replacement in Daphmont had started; the progression of the tertiary filter and enhanced uv project at WRF. Mr. Polk also informed the Board of the COVID vaccination availability for Daphne Utilities' employees. He advised that none of the 3 projects submitted for the 404 Mitigation Grants were approved but that there may be some extended funding. Lastly, Mr. Polk apprised the Board of the substantial cost being incurred with the gas main installations for often 1 gas appliance at the homes in the Jubilee Farms subdivision. Daphne Utilities Gas Manager, Alex Godfrey, explained his strategy in approaching the developer/builder to add a natural gas water heater or other appliance to these homes to reduce the initial \$300 cost and to provide a continual income for the Utilities with the appliance. Mr. Polk added that as we acquire more data and as of right now if nothing changed, it would be close to 25-30 year return on investment for what we currently have completed. Alex Godfrey confirmed Councilman Goodlin's summary of the higher-end and multiple gas appliances being installed by one contractor as opposed to another contractor building more starter homes in this development.

### **B. Operations Report**

Mr. Bobby Purvis informed the Board that operations are running fairly smooth except for the vac-truck breaking down and he expressed his appreciation for the Board's approval of the purchase of a new one despite the expense.

### **C. Engineering & Consulting Reports**

Mr. Marcus Stacey with Volkert had nothing further to add to his report.

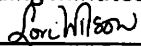
Mr. Robbie Strom with GMC had nothing further to add to his report

- X. **BOARD ACTION** – Previously addressed.
- XI. **PUBLIC PARTICIPATION** – the Chairwoman invited participants to address the Board at 5:34pm; with no participants, the Chairwoman closed Public Participation at 5:34pm.
- XII. **BOARD COMMENTS** – Councilman Goodlin verified the requested support for the forthcoming action relative to Jubilee Farms and Mr. Polk confirmed; Mr. Mayhand thanked Mr. Polk and Mr. Purvis for assisting him with an issue with one of his neighbors; Mr. Patton also validated moving ahead with the vac-truck purchase.
- XIII. **ADJOURNMENT**

With no further discussions, the Chairwoman called for adjournment at 5:36pm.

The meeting adjourned at 5:36pm.

Preceding minutes submitted to the Daphne Utilities Board by:

  
Lori Wilson, Executive Assistant, Daphne Utilities