

Accepted by:


Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ July 27, 2016 ♦ 5:00 p.m.

I. Call to Order

The regular July 2016 Board meeting for the Utilities Board of the City of Daphne was held on July 27, 2016 at 5:00 p.m. in the Council Chambers at Daphne City Hall and called to order by Chairman Robert Segalla, proceeded by the Roll Call:

II. Roll Call

Members Present:

Robert Segalla, Chairman
Randy Fry, Vice Chairman
Billy Mayhand, Secretary/Treasurer
Selena Vaughn, Board Member
Mayor Dane Haygood, Board Member

Members Absent:

Others Present:

Jerry Speegle – Board Attorney
Danny Lyndall – General Manager
Van Baggett – Operations Manager
Drew Klumpp – Administrative Services Manager
Teresa Logiotatos – Finance Manager
Lori May-Wilson – Executive Assistant
Robbie Strom – HMR
Tim Patton – Volkert & Associates
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 June 29, 2016:

The Chairman requested any additions, corrections, or deletions for the submitted Minutes from the June 29, 2016 Utilities Board Meeting.

MOTION by Randy Fry to approve the submitted Minutes for the June 29, 2016 Utilities Board meeting; **SECONDED** by Billy Mayhand.

AYE: Fry, Mayhand, Segalla, Vaughn

NAY:

ABSENT:

ABSTAIN : Haygood

MOTION CARRIED

V. OLD BUSINESS – None

Mr. Lyndall reminded the Board that we will proceed with the Amended Agenda that was provided for this meeting.

VI. NEW BUSINESS –

A. Presentation by Warren W. Hopper, CCM, Vice President, BancorpSouth Insurance – Commercial Liability Insurance;

Danny Lyndall introduced Mr. Warren Hopper with BancorpSouth Insurance who recently acquired Daphne Utilities' commercial liability insurance policy and who has been working with the DU staff to search for improved savings and coverage.

Mr. Hopper reviewed for the Board his prepared summary highlighting Daphne Utilities' renewal, agency/brokerage fee, open claims, a workers' compensation forecast, and current projects.

B. Approval of Purchase Requisition #P50-050416 for the Purchase of Gas Meter AMR Transceiver for \$189,210.00 to H-D Supply (Board Action: Motion)

C. Approval of Purchase Requisition #P50-050516 for the Purchase of Water Meter AMR Coupler for \$521,832.00 to H-D Supply (Board Action: Motion)

Danny Lyndall recommended reviewing "B." and "C." together due to their relativity with each other and both requiring approval. He informed the Board that the Purchase Requisitions were necessary in order to move forward with the automatic meter reading project and are before the Board requiring approval due to the amounts and the purchasing authority of staff.

MOTION by Randy Fry for Approval of Purchase Requisition P50-050416 for the Purchase of Gas Meter AMR Transceiver in the amount of \$189,210.00; SECONDED by Billy Mayhand.

Randy Fry asked what was budgeted for this project. Mr. Lyndall explained the total budget of the project and that figures are tracking to be on target. He advised the Board of upcoming necessary documents for approval of an installation contractor within the next 2 months.

MOTION by Randy Fry for Approval of Purchase Requisition P50-050416 for the Purchase of Gas Meter AMR Transceiver in the amount of \$189,210.00; SECONDED by Billy Mayhand.

AYE: Fry, Haygood, Mayhand, Segalla, Vaughn

NAY:

ABSENT:

ABSTAIN :

MOTION CARRIED

MOTION by Billy Mayhand for Approval of Purchase Requisition P50-050516 for the Purchase of Gas Meter AMR Transceiver in the amount of \$521,832.00; SECONDED by Selena Vaughn.

AYE: Fry, Haygood, Mayhand, Segalla, Vaughn

NAY:

ABSENT:

ABSTAIN :

MOTION CARRIED

Randy Fry asked for the project timeline. Mr. Lyndall answered that the project is anticipated to be finished by spring 2017. Mr. Lyndall agreed to Mayor Haygood's request to be kept apprised of the roll-out schedule and locations that are being targeted.

D. Easement Request across Central Services Property on Well Road – Starke Irvine, Irvine Company Inc. Real Estate

Mr. Lyndall advised the Board that this was the added item on the Amended Agenda and explained the easement is a request across the Central Services Property on Well Road in order to cooperate with the sale of the property that was presented before the Board at the May 2016 Board meeting. Mr. Starke Irvine, representing the sellers of the property, explained the land-lock predicament of the property he is selling. Mr. Speegle reminded the Board that the Utilities cannot give any property away but a mutual agreement on a nominal amount, as well as certain expectations, can be negotiated. He informed that once this had been done, the Utilities can then seek the City Council's approval under the statute in order to move forward. It was decided that Mr. Speegle would prepare a draft for both parties to review. Mr. Irvine replied to Mayor Haygood's timeline concern that the sellers are anxious to move forward with the sale of this property.

VII. BOARD ATTORNEY'S REPORT

Mr. Speegle had nothing to add to his report.

VIII. FINANCIAL REPORT

Teresa Logiotatos reviewed financial highlights for the month of June, pointing out the decrease in the total assets due to principle and interest payments on the Utilities' bonds, the fluctuations in inventory due to the AMR project, the budget figures, and explained the new graph included in the financials. She then reviewed the check history report, clarifying a large refund, capacity fee transfers, and other unique payments.

IX. GENERAL MANAGER'S REPORT

A. GM Report

Danny Lyndall announced Mr. Buford King's resignation from the Utilities' staff to attend the MPA program at Auburn University. He then recognized employees in the water and wastewater departments for their hard work in achieving Best Operated Plants and Award of Excellence awards from AWPCA. He had nothing further to add to his report. Chairman Segalla commended Bobby Purvis for his presentation and hosting the First Responders Pipeline Awareness meeting.

B. Operations Report

Van Baggett also complimented Bobby Purvis and the Natural Gas department for the First Responders Pipeline Awareness and acknowledged his pride of Daphne Utilities water and wastewater employees for their efforts in receiving awards at the AWPCA banquet.

C. Engineering & Consulting Reports

Ray Moore from HMR gave updates to the Board on the progress of the Olde Towne/ 6th Street Water Treatment Facility, Douglas Road Water Storage Facility and the unsewered Daphne areas projects and answered questions from the Board.

Melinda Immel from Volkert advised the Board on the upcoming two contract renewals for the cleaning and filming and the CIPP on the sewer lines.

X. BOARD ACTION –

A. Approval of Purchase Requisition #P50-050416 for the Purchase of Gas Meter AMR Transceiver for \$189,210.00 to H-D Supply (Board Action: Motion) - Previously addressed under "New Business".

B. Approval of Purchase Requisition #P50-050516 for the Purchase of Water Meter AMR Coupler for \$521,832.00 to H-D Supply (Board Action: Motion) – Previously addressed under "New Business".

XI. PUBLIC PARTICIPATION – None.

XII. BOARD COMMENTS – Selena Vaughn commented positively on the Douglas Road sewer project and the Olde Towne/6th Street project. Mayor Haygood commented on the upcoming election cycle and informed the audience of the polling changes and to field any questions to City Hall. Mr. Fry also congratulated on the AWPCA awards and Mr. King's educational endeavors. Chairman Segalla thanked the employees.

XIII. ADJOURNMENT –

MOTION BY Billy Mayhand to adjourn.

AYE: Fry, Haygood, Mayhand, Segalla, Vaughn


NAY:

ABSENT: ABSTAIN:

MOTION CARRIED

The meeting adjourned at 6:00pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities