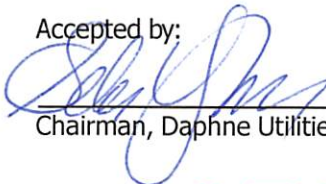


Accepted by:

Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ September 28, 2022 ♦ 5:00 p.m.

I. Call to Order

The regular September 2022 Board meeting for the Utilities Board of the City of Daphne was held on September 28, 2022, 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 Joel Coleman, Board Member

Members Absent: Mayor Robin LeJeune, Board Member

Others Present: Anthony Hoffman – Board Attorney
Scott Polk – General Manager
Bobby Purvis – Operations Manager
Teresa Logiotatos – Finance Manager
Drew Klumpp – Administrative Services Manager
Samantha Coppels – Communications Manager
Lori Wilson – Executive Assistant

Others Absent: Jerry Speegle – Board Attorney
Lexus Carlee – Finance Specialist

III. Pledge of Allegiance

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

IV. Approval of Minutes

Utilities Board Meeting Minutes August 31, 2022

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the August, 2022, Daphne Utilities Board meeting.

With no additions, deletions, or corrections, the Chairwoman declared that the submitted August 31st, 2022 minutes would stand approved.

V. OLD BUSINESS - No Old Business.

VI. NEW BUSINESS –

A. Recommendation for Bid Award for: WRF Grit System Improvements (GMC Project No. CMOB210101) SRF Project No. CS010231-06 in the amount of \$1,982,000.00. (Board Action – MOTION)

General Manager Scott Polk clarified the project details noting that the bid is in line with the GMC projections and the DU budget, if approved, stating everything looks to be correct and acceptable. Mr. Polk also answered Board questions.

MOTION by Tim Patton to award the WRF Grit System Improvements (GMC Project No. CMOB210101) SRF Project No. CS010231-06 project to J&P Construction Company, Inc. in the amount of \$1,982,000.00; Motion was Seconded by Billy Mayhand.

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

B. Proposed FY22-23 Budget and Capital Improvement Plan – (Board Action – MOTION)

Mr. Scott Polk advised there have been no adjustments since the work session.

MOTION by Tim Patton to approved the proposed Fiscal Year 2022/2023 Budget and Capital Improvement Plan; Motion was Seconded by Billy Mayhand.

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

C. Board Officer Election – (Board Action – MOTION)

1. Chairperson

MOTION by Billy Mayhand to nominate Selena Vaughn for the officer position of Chairperson; Motion was Seconded by Tim Patton.

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

2. Vice Chairperson

MOTION by Billy Mayhand to nominate Tim Patton for the officer position of Vice Chairperson; no other nominations were offered.

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

3. Secretary/Treasurer

MOTION by Tim Patton to nominate Billy Mayhand for the officer position of Secretary/Treasurer; no other nominations were offered.

AYE: Coleman, Patton, Vaughn **NAY:** **ABSENT:** LeJeune

ABSTAIN: Mayhand

MOTION CARRIED

VII. BOARD ATTORNEY'S REPORT

Mr. Tony Hoffman, filling in for Mr. Jerry Speegle, had nothing to add to the submitted report.

VIII. FINANCIAL REPORT

Finance Manager Teresa Logiotatos began her review by: answering a previous question from the Board regarding project numbers; advising the Board of the inventory process scheduled to take place in the warehouse and followed by auditors as a double check on the count; and concluding with highlighting the revenue, expenses, net income, graphs, income statement report, cash flow statement, and the check history report.

IX. GENERAL MANAGER'S REPORT

A. GM Report

General Manager Scott Polk updated the Board on: the Diamante well; well #12 that had gone down and was currently being repaired; 4th Street water/sewer expansion; the Grit Removal System bid status; the GOMESA grant for North Main Street Sewer Line Upgrade; the Administration office remodel; commended the Board on approving the budget; noted some issues with our call center during recent water outages and solutions to these issues. Mr. Polk also advised that the Daphne Utilities' benefits enrollment is underway. He concluded in thanking the Board members for their support and unpaid service to Daphne Utilities and the Daphne community.

B. Operations Report

Mr. Bobby Purvis gave a more detailed status of the failed pump and the actions being taken to get it repaired. He updated the Board on: third-party damage situations; a water main break on Well Road that was triggered by employees performing a bore and how it became a team-building exercise; aeration completion on the D'Olive Tank at the Water Reclamation Facility; lift station improvements and right-of-way clearing moving forward under the direction of JLee Pierce and his Wastewater Collection staff; commended the Facilities Support staff; finishing up the last phase of the natural gas rehab for the fiscal year. Mr. Purvis advised that new students are being welcomed for the upcoming class of Leadership Academy beginning at the first part of November and welcomed the Board members and engineering partners to address the new class. He answered questions from Board members.

C. Engineering & Consulting Reports – nothing further was added to the submitted reports.

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

XI. **PUBLIC PARTICIPATION** –

Chairwoman Vaughn invited any public participants at 5:26pm to address the Board and with no participants, closed Public Participation at 5:26pm.

XII. **BOARD COMMENTS** –

Mr. Tim Patton thanked the staff for the comprehensive budget and thanked Johnny Grimes for his collaboration for teaching stormwater pollution lessons to three 6th grade classes at Daphne East Elementary.

XIII. **ADJOURNMENT**

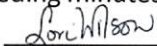
With no further discussions, the Chairwoman called for adjournment at 5:27pm.

MOTION by Billy Mayhand to adjourn; Motion was Seconded by Tim Patton.

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

The meeting adjourned at 5:27pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities