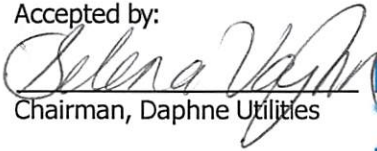


Accepted by:

  
Chairman, Daphne Utilities



# APPROVED MINUTES

## Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ February 28, 2024 ♦ 5:00 p.m.

### I. Call to Order

The regular February 2024 Board meeting for the Utilities Board of the City of Daphne was held on February 28, 2024 in the Council Chambers at Daphne City Hall and called to order at 5:04 p.m. by Chairwoman Selena Vaughn, followed by the Roll Call:

### II. Roll Call

**Members Present:** Selena Vaughn, Chairwoman  
Tim Patton, Vice Chairman  
Mayor Robin LeJeune, Board Member  
Councilman Joel Coleman, Board Member

**Members Absent:** Billy Mayhand, Secretary/Treasurer

**Others Present:** Jerry Speegle – Board Attorney - arrived at 5:09 pm  
Scott Polk – General Manager  
Bobby Purvis – Operations Manager  
Alex Godfrey – Administrative Services Manager  
Lori Wilson – Executive Assistant  
Lexus Carlee – Finance Manager  
Samantha Coppels – Communications Manager

**Others Absent:**

### 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 January 31, 2024

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the regular Daphne Utilities Board meeting of January 31, 2024.

With no additions, deletions or corrections, the Chairwoman declared that the submitted minutes of the regular Daphne Utilities Board meeting of January 31, 2024, would stand approved.

**V. OLD BUSINESS –**

A. None

**VI. NEW BUSINESS –**

A. None

**VII. BOARD ATTORNEY’S REPORT**

Awaiting Board Attorney Jerry Speegle’s arrival, Chairwoman Vaughn proceeded to review the Financials.

**VIII. FINANCIAL REPORT**

Finance Manager Lexus Carlee reviewed for the Board, highlighting: revenue and metered services year to date over budget projections; year to date expenses under budget projections; and total net income over budget projections as well. Lastly, she reviewed some checks on the check history report and answered a Board question related to the money-market interest rate.

**IX. GENERAL MANAGER’S REPORT**

**A. GM Report**

General Manager Scott Polk updated the Board members on: claims relating to the Village Drive water main replacement project; positive results for the US90 force main stabilization project; (Mr. Jerry Speegle arrived) awaiting ADEM’s review of permitting information regarding Well #15, formerly #2; the grit removal system continuing to work well with a few beautification touch-ups; Trojan elevated tank rehab work advancing without major issues; internal meetings taking place to aid in the development of the strategic plan, with Board input to be forthcoming; and consideration of the addition of an employee assistance program to the current benefits at a relatively minor cost.

Chairwoman Vaughn advised that in the coming months, a proposal to modernize the titles and positions within our utilities to match those of other utilities will come before the Board to review and consider.

**B. Operations Report**

Mr. Bobby Purvis explained to the Board of an SSO during this reporting period due to some foaming in one of the WRF tanks resulting from a polymer used by one of our contractors, which gave an opportunity to shut down the tank for cleaning and aeration repair. He also confirmed filling a few employee openings. A discussion developed regarding Daphne Utilities’ participation at the new preparatory academy in Loxley offering training for utility jobs.

**C. Engineering & Consulting Reports – nothing to add to the submitted reports**

**X. BOARD ACTION – none**

**XI. PUBLIC PARTICIPATION – Chairwoman Vaughn opened Public Participation at 5:18 pm. With no participants the Chairwoman closed Public Participation at 5:18 pm.**

## **XII. BOARD COMMENTS –**

Councilman Joel Coleman had no comments.

Mr. Tim Patton thanked Bobby Purvis for his interaction with Daphne High School junior students.

Mr. Purvis then recognized Mr. Antonio Winston who is participating in the Baldwin County Leadership group. He also advised Mr. Winston's group, Baldwin UP, who reaches out to youth that may not have a straight path to success. Mr. Polk advised that Mr. Winston is also involved in the Big Brothers Big Sisters program as well. Vice Chairman Patton thanked Mr. Winston for his active involvement in these areas.

Mayor Robin LeJeune welcomed back Board member [Councilman] Joel Coleman and added for next month, for Mr. Speegle, to have an executive session to discuss possible litigation.

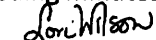
## **XIII. ADJOURNMENT**

### **XIV.**

With no additional comments, the Chairwoman Vaughn adjourned the meeting.

The meeting adjourned at 5:21pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities