

**BEULAH UTILITIES DISTRICT**  
**Minutes of Regular Board of Directors Meeting**  
**October 15, 2024**  
**5320 Lee Road 270, Valley, Alabama 36854**  
**6:00 PM CST**

The Board of Directors of Beulah Utilities District met in a Regular Meeting at 6:00 pm on October 15, 2024, at the Beulah Water Department.

1. **WELCOME**

Chairman Sims welcomed those in attendance.

2. **CALL TO ORDER**

Chairman Sims called the meeting to order.

3. **ROLL CALL**

The following Board Members were present: Linda Holt, David Jackson, James Majors, Lamar Sims, and Andrew Bryan.

For visitors in attendance, see attached visitor sign-in sheet.

4. **DECLARE QUORUM**

After the roll was called, Chairman Sims declared that a quorum was present.

5. **ADOPT AGENDA**

Chairman Sims presented the proposed agenda for adoption. Mr. Majors motioned to adopt the agenda. The motion was seconded by Ms. Holt and the agenda was unanimously adopted.

6. **APPROVAL OF PREVIOUS MEETING MINUTES**

Chairman Sims asked for approval of the minutes of the regular meeting of September 17, 2024 and the special meeting of October 1, 2024. Mr. Bryan motioned to approve both sets of minutes as presented. The motion was seconded by Mr. Jackson and the Minutes were unanimously approved.

## 7. APPROVAL OF FINANCIAL STATEMENTS

### A. Approval of August 2024 Financial Statements

Chief Blake Simpkins was recognized, and he reviewed the August and September financial statements for the Board. The Board discussed the ongoing issues with Water Department salaries showing under the Fire Department column. After discussion, Mr. Jackson motioned to postpone approval of the August and September financial statements. Motion was seconded by Mr. Bryan and the motion was unanimously approved.

Chief Simpkins then updated the Board on the visit from Bob Crook with Small Business Solutions to review the District's bookkeeping practices. He then briefed the Board on the recommendations from Mr. Crook.

The Board then discussed using Quickbooks to handle payroll.

## 8. OLD BUSINESS

### A. ARPA Funds.

Chairman Sims stated that Goodwyn, Mills, and Cawood anticipate final engineering and cost estimates by late 2024 with work starting in the first quarter of 2024.

### B. DWSRF Funds.

#### 1. Lake Crossing at Long Bridge

The Board was informed that the contractor will have the bore machine on-site by mid-November.

### C. Other Possible Funding Sources.

Chairman Sims updated the Board on the status of submitting an application for additional ARPA funds.

### D. Infrastructure Development Fee

No update.

### E. Fire Hydrant Repair Schedule.

No update.

F. Lead and Copper Study Updates.

Mr. Jeff Williams was recognized and informed the Board that the Report had been filed with ADEM.

G. Tank Maintenance

Mr. Michael Szabo from American Tank Maintenance was recognized and he gave a presentation to the Board regarding a proposal for tank maintenance he had put together for the District.

Mr. Bryan made a motion to table consideration of the proposal. Motion was seconded by Mr. Majors and the motion was approved.

9. **NEW BUSINESS**

A. Administrative Report.

Chief Simpkins was recognized and he presented the Administrative Report to the Board.

B. Water Department Report.

Mr. Jeff Williams was recognized, he provided the Board with the monthly operations report.

Mr. Williams presented the Board with the Adjustments for the month. He said there were 7 total adjustments totaling \$1,893.77. Ms. Holt motioned to approve the adjustments. Motion was seconded by Mr. Bryan and the adjustments were unanimously approved.

He then informed the Board of two substantial leaks that were discovered and fixed.

The Board discussed ways to reduce leaks in the system.

Mr. Jackson made a motion to adopt a policy that would require at least one Water Department Crew to work on Saturdays when there between 5 and 10 active leaks and both crews to work Saturdays when there were more than 10 active leaks. The motion failed to receive a second.

Mr. Majors made a motion to authorize Jeff Williams to encourage the Water Crews to work on Saturdays to catch up on taps and leaks. Motion was seconded by Ms. Holt and unanimously approved.

Mr. Williams then announced the Leak Incentive Program winner for the month.

C. Beulah Fire and Rescue Report.

Chief Blake Simpkins was recognized to give the Fire and Rescue report for the month. He stated that there were a total of 94 calls, 4 of which were fire calls. He briefed the Board on the Departments response to storm damage on September 27.

Chief Simpkins stated that there had been 40 hours of excess overtime worked during the month. He said that this was due to open positions during promotions.

Chief Simpkins then briefed the Board on the training activities conducted by the department during the past month.

He informed the Board that there had been one random drug test.

Chief Simpkins told the Board that the local Elks Lodge had donated a set of DeWalt tools.

He informed the Board that the Department was able to reduce the budget line item for computer service from \$2,500 to \$25 thanks to the County Commission purchasing reporting software for all Fire Departments in Le County.

10. **OTHER BUSINESS**

None.

11. **CITIZEN COMMUNICATIONS ON NON-AGENDA ITEMS.**

None.

12. **NEXT MEETING**

Chairman Sims stated that the next regular meeting would be at 6:00 PM CST on November 19, 2024.

13. **ADJOURNMENT**

There being no further business Mr. Bryan motioned to adjourn. The motion was seconded by Ms. Holt and unanimously approved. The meeting was adjourned at 8:01 PM CST.

Signed \_\_\_\_\_

