

**BEULAH UTILITIES DISTRICT**  
**Minutes of Regular Board of Directors Meeting**  
**December 17, 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 December 17, 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. Jackson motioned to adopt the agenda. The motion was seconded by Mr. Bryan 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 November 19, 2024. Ms. Holt informed the Board of a couple of corrections she noticed needed to be made to the minutes. After discussion, Ms. Holt motioned to approve the minutes as amended. The motion was seconded by Mr. Jackson and the Minutes were unanimously approved.

## 7. APPROVAL OF FINANCIAL STATEMENTS

### A. Approval of November 2024 Financial Statements

Blake Simpkins was recognized, and he reviewed the financial statements for November for the Board. After discussion, Mr. Majors motioned to approve the November financial statements. Motion was seconded by Mr. Bryan and the motion was unanimously approved.

## 8. OLD BUSINESS

### A. ARPA Funds.

Jeff Williams and Tim Mitchell were recognized and updated the Board on the status of the ARPA Funds. The Board discussed the proposed budget for the projects.

### B. DWSRF Funds.

#### 1. Lake Crossing at Long Bridge

Mr. Mitchell stated that the contractor had resumed work the prior week and that the length of the current bore was 600 feet.

### C. Beulah Funded Projects.

#### 1. Bid Opening Results for Purchase of PRVs

Mr. Williams was recognized, and he informed the Board that there had been 4 bids received for this project. He stated that the lowest responsible and responsive bidder had been Consolidated Pipe with prices of \$8,895 each for the 4" valves and vaults and \$3,995 each for the 2" valves and vaults. Mr. Williams recommended that the Board award the contract to Consolidated Pipe. Mr. Majors motioned to award the contract to Consolidated Pipe. Motion was seconded by Mr. Jackson and the motion was unanimously approved.

#### 2. Bid Opening Results for Tank Maintenance Contract

Mr. Williams was recognized, and he informed the Board that there had been only one responsive bidder for the project. He stated that American Tank Maintenance had submitted a bid of \$966,552. He recommended that the Board award the contract to American Tank Maintenance. Ms. Holt motioned to award the contract to American Tank Maintenance. Motion was seconded by Mr. Jackson and unanimously approved.

D. Infrastructure Development Fee

Ms. Dana Raughton was recognized, and she presented a rate study report to the Board. After the presentation, the Board discussed implementing a System Development Fee based on the data in the study to finance the cost of the water system capacity necessary to serve each property connected to the system.

After discussion, Mr. Jackson motioned to adopt a System Development Fee for each new connection to the water system with the following rate schedule:

<u>Meter Size</u>	<u>Fee</u>
¾"	\$ 1,750.00
1"	\$ 3,500.00
1 ½"	\$ 7,000.00
2"	\$16,090.00
3"	\$32,220.00
4"	\$50,340.00

The motion was seconded by Mr. Majors and adopted by a vote of 4 to 1, with Ms. Holt voting "No."

The Board then discussed the details of when the fee would go into effect and when it would need to be paid. After discussion, Mr. Jackson motioned to have the System Development Fee go into effect January 1, 2025, for each new connection to the water system. He also motioned that the System Development Fee would be due and payable when the Meter Set Fee and/or Tap Fees are paid to the District. The Motion was seconded by Mr. Majors and unanimously approved.

E. Fire Hydrant Repair Schedule.

No update.

F. Lead and Copper Study Updates.

Mr. Jeff Williams was recognized and informed the Board that the missed deadline notices had been sent out as required.

## 9. NEW BUSINESS

### A. Administrative Report.

Blake Simpkins was recognized, and he presented the Administrative Report to the Board. The Board discussed buying a new computer for the office so that check validation could be handled more efficiently.

### 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 2 total adjustments totaling \$866.42. Mr. Bryan motioned to approve the adjustments. Motion was seconded by Ms. Holt and the adjustments were unanimously approved.

He then reviewed the MOR for the Board. He updated the Board on a recent visit by the Alabama Rural Water Association to help search for leaks.

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 was a total of 86 calls, 2 of which were fire calls. He stated that there had been no notable calls for the month.

Chief Simpkins stated that there had been 27 hours of excess overtime worked during the month. He said that this was due to maintaining staffing levels while Firefighters were in school.

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 twelve drug tests during the month, to include both Fire and Water personnel. He announced that all tests came back clean.

Chief Simpkins then informed the Board that a grant application had been submitted for the purchase of fire hoses.

He announced that on November 27, Firefighter Cody McConnell had graduated recruit school at Alexander City Fire Department.

10. **OTHER BUSINESS**

Ms. Holt raised the issue of modifying the District's holiday schedule to add the day after Thanksgiving as well as Christmas Eve as District holidays. After discussion, Ms. Holt motioned to amend the District's Employment Policy to add the day after Thanksgiving and Christmas Eve as District holidays. The motion was seconded by Mr. Majors and unanimously approved.

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 January 21, 2025.

13. **ADJOURNMENT**

There being no further business Ms. Holt motioned to adjourn. The motion was seconded by Mr. Bryan and unanimously approved. The meeting was adjourned at 7:32 PM CST.

Signed \_\_\_\_\_

