

**BEULAH UTILITIES DISTRICT**  
**Minutes of Regular Board of Directors Meeting**  
**April 15, 2025**  
**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 April 15, 2025, 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, Lamar Sims and Andrew Bryan.

Absent: James Majors

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. Ms. Holt 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 March 18, 2025. Mr. Jackson motioned to approve the minutes. The motion was seconded by Ms. Holt and the Minutes were unanimously approved.

## 7. APPROVAL OF FINANCIAL STATEMENTS

### A. Approval of February 2025 Financial Statements

Blake Simpkins was recognized, and he updated the Board on how the System Development Fee was shown on the financials. Mr. Jackson motioned to approve the February financial statements. Motion was seconded by Mr. Bryan and the February financial statements were unanimously approved.

### B. Approval of March 2025 Financial Statements

James Majors entered the meeting at 6:04 p.m.

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

## 8. OLD BUSINESS

### A. ARPA Funds.

Chairman Sims informed the Board that the engineer was preparing the final specifications for the project so that it could be bid out.

### B. DWSRF Funds.

#### 1. Lake Crossing at Long Bridge

Chairman Sims presented the Board with an invoice for payment from Crawford Grading in the amount of \$883,680. Mr. Jackson motioned to approve payment of the invoice. Motion was seconded by Ms. Holt and the motion was unanimously approved.

### C. Fire Hydrant Repair Schedule.

No update

### D. Approval of Sale of District Own Land Parcel on Hwy 29 N.

The Board was presented with a Resolution to declare the property surplus and to ratify the Chairman's signature on a Real Estate Purchase contract with Bradley Goree in the amount of \$4,750.00. Mr. Jackson motioned to adopt the Resolution. Motion was seconded by Mr. Bryan and the Resolution was unanimously adopted.

E. DSE (Distribution System Evaluation) Report.

No update.

F. District Phone Answering Service.

Blake Simpkins was recognized, and he presented the Board with a quote from CNI for the Phone Answering Service. He stated that the quote includes \$600 in setup costs and then a monthly cost of \$134.50. He said that he would check with the District's current phone provider on the costs of discontinuing service. After discussion, Ms. Holt motioned to approve the CNI quote. Motion was seconded by Mr. Jackson and the motion was unanimously approved.

9. **NEW BUSINESS**

A. Opelika Water Assistance

Chairman Sims informed the Board that Blake Simpkins and he had met with Opelika Utilities, and they had agreed to provide a licensed operator for the District. Chairman Sims stated that Opelika would charge the District \$75 per hour for such operator, and the estimated monthly cost would be \$300. Chairman Sims stated that Opelika would not charge the District if Mac Waites were to assist on his days off.

B. Proposed Updates to District Organizational Chart

Blake Simpkins was recognized, and he presented the Board with a proposal for an updated Organizational Chart reflecting changes in the organization of the Water Department. He stated that the main change was the creation of a "Water Superintendent" position which would be a field employee who could assist with regulatory issues. After discussion, Mr. Jackson motioned to approve the revised Organizational Chart. Motion was seconded by Ms. Holt and the revised Organizational Chart was unanimously approved.

C. Proposed District Managers Job Description

The Board discussed a General Manager job description and compensation package. The Board thanked Blake Simpkins for his service to the District.

D. Proposed Part Time Water Department Position

The Board discussed paying Mac Waites for any service he provided to the District. After discussion, Ms. Holt motioned to approve payment of \$75 per hour for a part-time position. Motion was seconded by Mr. Majors and unanimously approved.

E. Approval of Quote for SCADA System Training

Blake Simpkins was recognized, and he presented the Board with an EMC proposal for Training District staff on the SCADA system. He said that the cost was \$2,225. After discussion, Ms. Holt motioned to approve the proposal. Motion was seconded by Mr. Jackson and the proposal was unanimously approved.

F. Approval of Quote for SCADA System Chlorine Analyzer Repair

Blake Simpkins presented the Board with a \$9,855 quote from EMC for a new Chlorine analyzer. After discussion, the Board decided to hold off considering the repair until after the SCADA training had been completed.

10. **DEPARTMENT REPORTS**

A. Administrative Report.

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

Mr. Jackson informed the Board that the PRV installation locations had been marked and installation was about to begin.

The Board was updated on the status of the Tank Maintenance project.

B. Water Department Report.

Blake Simpson was recognized, and he provided the Board with the monthly operations report.

Chief Simpkins presented the Board with the Adjustments for the month. He said there were 5 total adjustments totaling \$3,712.79. Ms. Holt motioned to approve the adjustments. Motion was seconded by Mr. Bryan and the adjustments were unanimously approved.

The Board then discussed the ServLine Water Loss Protection Service.

Chief Simpkins 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 148 calls, 18 of which were fire calls. He updated the Board on the notable calls that the Department had responded to.

Chief Simpkins stated that there had been 18 hours of excess overtime worked during the month. He said that this was due to call responses.

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 during the month.

D. Board of Directors Statement by Chairman

Chairman Sims announced that he would be resigning as Chairman of the Board effective May 20<sup>th</sup>. He stated that although he was resigning from his officer position, he would serve out his remaining term on the Board. The remainder of the Board thanked him for his service.

11. **OTHER BUSINESS**

None

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

None

13. **NEXT MEETING**

Chairman Sims stated that the next regular meeting would be at 6:00 PM CST on May 20, 2025.

14. **ADJOURNMENT**

There being no further business Mr. Jackson motioned to adjourn. The motion was seconded by Mr. Bryan and unanimously approved. The meeting was adjourned at 7:54 PM CST.

Signed\_\_\_\_\_

# BEULAH UTILITIES DISTRICT

## Board of Directors Meeting



**April 20, 2025**

## Visitor Sign-in Sheet

[illegible]