

**BEULAH UTILITIES DISTRICT**  
**Minutes of Regular Board of Directors Meeting**  
**August 19, 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 August 19, 2025, at the Beulah Water Department.

1. **WELCOME**

Chairman Majors welcomed those in attendance.

2. **CALL TO ORDER**

Chairman Majors called the meeting to order.

3. **ROLL CALL**

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

Absent: David Jackson

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

4. **DECLARE QUORUM**

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

5. **ADOPT AGENDA**

Chairman Majors presented the proposed agenda for adoption. Mr. Bryan 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 Majors asked for approval of the minutes of the regular meeting of July 15, 2025. Mr. Sims motioned to approve the minutes. The motion was seconded by Ms. Holt and the Minutes were approved by a vote of three to none, with Chairman Majors abstaining.

## **7. APPROVAL OF FINANCIAL STATEMENTS**

### **A. Approval of July 2025 Financial Statements**

Mr. Blake Simpkins was recognized, and he reviewed the July financial statements for the Board. The Board discussed with Mr. Simpkins opening a separate account for the System Development Fee funds. Mr. Sims motioned to open a separate bank account for System Development Fee funds. Motion was seconded by Ms. Holt and unanimously approved.

Mr. Sims then motioned to approve the July financials statements. Motion was seconded by Mr. Bryan, and the June financial statements were unanimously approved.

### **B. Review of 2025-2026 Department Budgets**

Mr. Simpkins presented the Board with the Fiscal Year 2026 Budget for the District. After discussion, Mr. Sims motioned to adopt the Budget. Motion was seconded by Ms. Holt and the Fiscal Year 2026 Budget was unanimously adopted.

## **8. OLD BUSINESS**

### **A. ARPA Funds.**

Mr. Simpkins and Tim Mitchell from Goodwyn, Mills and Cawood updated the Board on the status of the ARPA funds projects. Mr. Mitchell stated that the bid opening for the ARPA projects was set for September 16.

Mr. Simpkins presented the Board with an invoice from Goodwyn, Mills and Cawood for work done to date on the ARPA projects in the amount of \$190,880. Ms. Holt motioned to approve payment of the invoice. Motion was seconded by Mr. Sims and the motion was unanimously approved.

### **B. DWSRF Funds.**

#### **1. Lake Crossing at Long Bridge**

Tim Mitchell was recognized and he informed the Board that the project had been closed out and that it came in under budget.

Blake Simpkins presented the Board with an invoice from Goodwyn, Mills and Cawood for the project in the amount of \$10,500. Ms. Holt motioned to approve payment of the invoice. Motion was seconded by Mr. Sims and the motion was unanimously approved.

C. Fire Hydrant Repair Schedule.

Chief Blake Simpkins was recognized, and he informed the Board that his hydrant Captain was working on painting the hydrants and performing maintenance.

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

Board Attorney Stephen Clay was recognized, and he provided an update on the status of the sale.

E. DSE (Distribution System Evaluation) Report.

Mr. Simpkins informed the Board that District staff was working with the engineer to confirm the location of certain infrastructure.

F. Proposed District Managers' Job Description.

No update.

G. High Bill Adjustment Policy Update.

The Board reviewed proposed language for the District's Policy manual. Ms. Holt motioned to approve the language with the addition of three years added to subsection (D) and the correction of certain typographical errors. Motion was seconded by Mr. Sims and the policy language was unanimously approved as amended.

H. Chlorine Analyzer Repair Request.

Mr. Simpkins was recognized, and he informed the Board that the work to replace the broken parts was completed.

I. Update from S&P Bond Rating Review

No update.

J. Update from Invoice Sent for Water Main Damage Reimbursement

No update.

K. Repair Request for Truck Damage

Mr. Simpkins presented the Board with quotes for repair of the truck the District was informed about at the July meeting. The Board discussed paying the quotes versus turning the matter over to the District's insurance company. After discussion, Mr. Sims motioned to turn the matter over to the District's insurance company. Motion

was seconded by Mr. Bryan and was approved by a vote of three to none, with Ms. Holt abstaining.

L. Proposal from ASTERRA for Satellite Leak Detection Service

The Board discussed the proposal from ASTERRA to provide satellite leak detection. The Board indicated that it wanted more time to study the proposal and to inquire about the possibility of entering into a contract for a shorter term.

9. **NEW BUSINESS**

A. Staffing Changes for the Water Department

The Board discussed eliminating the inspector position that was added for in-house projects.

After discussion, Mr. Sims motioned to terminate the position effective immediately with a severance package to that individual equal to the value of salary and benefits through September 4. The motion did not receive a second.

Mr. Bryan motioned to terminate the position effective September 4, 2025. Motion was seconded by Mr. Sims and unanimously approved.

B. Alternatives to District Provided Supplemental Insurance

Mr. Simpkins informed the Board that he would be exploring alternative employee-paid insurance plans. He said that these plans would not cost the District any money as the employees would bear all costs.

C. Water Department Employees Back Pay/Future Corrections

Mr. Simpkins informed the Board that it had been discovered that the overtime pay for Water Department employees had been calculated incorrectly and that this had caused the employees to be under-paid for overtime worked. He stated that this had been going on since the District began management of the Water Department in-house. He said that these issues had been corrected and overtime pay would be calculated correctly moving forward. He informed the Board that he was working to calculate the exact amount of back pay needed to be paid out, but he estimated that it would be approximately \$1,086.75. He said that once he had calculated the exact amount, he would make those back payments to the employees.

D. Employee Recognitions

Mr. Sims was recognized, and he addressed the issue of Water Department employees having to cover duties beyond the scope of their particular position due to various vacancies in other Water Department staff positions. The Board discussed this and

how to compensate those employees for their work. After discussion, Ms. Holt motioned to approve a bonus of \$1,000 to Blake Simpkins, Christy Williams and Chris Walker and a bonus of \$500 to Amy Williams for their additional work. Motion was seconded by Mr. Bryant and unanimously approved.

Ms. Holt announced that four District employees had passed the water operator certification test and were in the process of getting certified as water operators.

## 10. **DEPARTMENT REPORTS**

### A. Administrative Report.

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

He updated the Board on the status of the PRV installations. He said that one PRV was installed and fully functional.

Mr. Simpkins presented the Board with a draft of a new Sick Leave and Vacation Reimbursement Policy. The Board discussed the policy. After discussion, Ms. Holt motioned to adopt the policy with the change that the payout for any vacation/sick leave will only be for those over 80 hours and that payment will be at the employee's prior year pay rate. Motion was seconded by Mr. Bryant and the policy was unanimously adopted, as amended.

### B. Water Department Report.

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

The Board was informed that the Department had completed the Lead and Copper sample kits.

Mr. Simpkins then presented the Board with the Adjustments for the month. He said there were 2 total adjustments totaling \$2,309. Ms. Holt motioned to approve the adjustments. Motion was seconded by Mr. Sims and the adjustments were unanimously approved.

The Leak Incentive Program winner for the month was announced.

### 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 115 calls, 8 of which were fire calls. He stated that there were no notable calls during the month.

He stated that there had been 40 hours of excess overtime worked during the month. He said that this was due to the Department having to maintain adequate staffing during staff vacations.

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.

11. **OTHER BUSINESS**

Christy Williams was recognized, and she informed the Board that she was in the process of becoming a Notary Public. She requested that the District pay for her costs of becoming a Notary because the District could benefit from that. She stated that the cost was \$155.95, which included her bond, or \$73.00 without the bond. After discussion, Mr. Sims motioned to cover the costs in the amount of \$155.95. Motion was seconded by Ms. Holt and unanimously approved.

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

None

13. **NEXT MEETING**

Chairman Majors stated that the next regular meeting would be at 6:00 PM CST on September 16, 2025.

14. **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 8:24 PM CST.

Signed \_\_\_\_\_

**August 19, 2025**

[illegible]