

**BEULAH UTILITIES DISTRICT**  
**Minutes of Regular Board of Directors Meeting**  
**April 16<sup>th</sup>, 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 April 16<sup>th</sup>, 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, Lamar Sims, David Jackson, James Majors, 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 with the change that under new business, that the review of letter to GMC regarding infrastructure identification be removed. Mrs. Holt motioned to adopt the agenda with that change. The motion was seconded by Mr. Majors 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 19<sup>th</sup>, 2024. Mr. Jackson motioned to approve the minutes. The motion was seconded by Mr. Bryan and the minutes were unanimously approved.

7. **APPROVAL OF FINANCIAL STATEMENTS**

A. **Approval of February 2024 Financial Statements**

Mr. Jeff Aston was recognized, and he reviewed the February statements for the Board. After review, Mrs. Holt motioned to accept the February financial statements. Motion was seconded by Mr. Bryan and the February financial statements were unanimously approved.

B. Approval of March 2024 Financial Statements

Mr. Jeff Aston was recognized, and he reviewed the March statements for the Board. In the March financial statements, there was an additional column titled “not specified” under the budgets vs actuals. Further explanation revealed that it had the correct dollar amount and would be corrected to be classified under the water side. The item was for dividend income. After review, Mrs. Holt motioned to accept the March financial statements. Motion was seconded by Mr. Bryan and the March financial statements were unanimously approved.

8. **OLD BUSINESS**

A. ARPA Funds

Chairman Sims announced that the projects on Lee Road 259 and Lee Road 252 were removed. He also advised that the District was awaiting the results on the 20 meters that were sent out for testing before making any further decisions on item 8. And 9. Regarding increasing the water main size from Lee Road 380 to the crown castle tank and installing new PRVs to control pressure instead of item 8 listed above.

Mr. Jeff Aston advised that the meters had been tested and that he was awaiting the results.

B. DWSRF Funds

Chairman Sims announced that bid opening was nearly six weeks ago. He advised that the bid came in at \$1,400,000.00 instead of the estimated \$1,000,000.00. The question arose as to whether ADEM would be able to provide a grant needed to cover the additional \$400,000.00 needed. A representative from ADEM advised Mr. Aston that an additional \$400,000.00 will be available from ARPA. More clarification was needed by the District before making any further decision. A motion was made by Mr. Jackson to authorize Mr. Sims to accept the bid as proposed based on the contingency that Mr. Sims can show where the money will come from. The motion was seconded by Mr. Majors and was unanimously approved.

C. Policy changes regarding concrete around water meters

Mr. Aston advised that he and Stephen Clay were working on the policy. Further discussion was held on different parts of the language in the proposed policy. Mr. Jackson advised that he would like to see the policy with clearer language pertaining to concrete around water meters specifically. A motion was made by Mr. Jackson to table the item until the next meeting. The motion was seconded by Mrs. Holt and was unanimously approved.

D. Water Loss

Mr. Aston was recognized and included parts of his Clearwater Solutions report in the water loss report. He reported the different water loss numbers in the different zones and stated that zone 3 had the most water loss totaling 6,530,280 gallons lost. Mr. Aston briefed the board on a recent repair that was made on Lee Road 375 and explained the difficulties of the repair. He advised that the water loss percentage for March was 36% and he identified an error in the SCADA system. He advised the SCADA numbers were higher than the actual amount billed due to an error in the system. He advised that Clearwater was still finding and repairing leaks to reduce the water loss in the system. Mr. Sims brought to the board's attention a daily log of water purchased, the number of leaks, and other relevant daily data. He advised that the report had dropped due to a change in staff. Mr. Aston advised that he had the shared file and would update it daily. Mr. Sims stated that he would like to be hooked on it as well so that he could view it daily. Mr. Sims advised that the report on the program to replace and test the 20 meters was discussed previously.

#### E. Fire Hydrant Repair Schedule

Mr. Aston advised that there were fifteen missing hydrants, 103 hydrants need repaired, 1 with low pressure, and 26 need hydrant caps. This information is based on a report from SEMs. Further conversation was held on future repairs of hydrants and possibly outsourcing the hydrant repair to a third-party company. Mr. Sims advised that our contract with Clearwater was a labor only contract stating that the District would supply the parts, however, Clearwater is responsible for getting the repairs done.

#### F. Team Project Updates

Mr. Jackson advised that he had reviewed our current contract and reached out to other engineering firms to compare the contracts. He advised that the District would check all the wording with the proposed contracts and review with Stephen.

Mr. Majors was recognized to give the report on the CWS management contract, He advised that the District had received the proposal for the contract. Mr. Majors made a motion not to renew the contract with CWS. Discussion was briefly held on the price of the proposal. The motion was then seconded by Mr. Bryan and unanimously approved.

## 9. NEW BUSINESS

### A. Proposal to update CNI billing software.

Chief Simpkins was recognized to review the proposal to update the CNI software. He advised that the current software is 10 years old and will not accept any further software security updates. A motion was made by Mrs. Holt to upgrade the software. The motion was seconded by Mr. Jackson. The motion was unanimously approved.

### B. Proposal to purchase a John Deere Gator (Fire Department)

Chief Simpkins was recognized to discuss the purchase of a John Deere Gator by the District. Mrs. Holt shared a story about how a Gator could have been utilized on her property to during a brush fire incident and Mr. Sims shared a story about Firefighters being in danger during a different incident. Chief Simpkins gave a briefing on the benefits to both the water side for riding cross country mains and fire side for brush fires and EMS response. Conversation was held and clarified that the gator would be purchased on the state bid list for a total of \$33,561.00 fully outfitted and including a trailer that would be pulled out of savings. Chief Simpkins advised that some additional cost would be stickers and adding a receiver hitch to the brush truck. A motion was made by Mrs. Holt to purchase the gator as presented. The motion was seconded by Mr. Bryan. The motion was unanimously approved.

### C. Clearwater Solutions Report

Mr. Aston briefed the board on Clearwater's activities over the past month.

There were no adjustments for the month.

Mr. Aston announced the Leak Incentive Program winner for the month. Mr. Sims questioned the progress on the lead and copper study required by ADEM. Mr. Aston advised that the study was due by October 16<sup>th</sup> and that the study was out of the scope of practice for the current staff. He advised that he was hoping that the study could be completed during the meter change out program. Mr. Aston and Mr. Collins advised that CMS could possibly handle the project and would put together a quote.

### D. Beulah Fire & Rescue Report

Chief Blake Simpkins was recognized to give the Fire and Rescue report to the board for the month. He stated that there was a total of 79 calls. Nine of which were fire calls. He then briefed the board on notable calls for the month.

Chief Simpkins advised that there had been 0 hours of excess overtime worked during the month.

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 the past month.

Chief Simpkins also gave a report on community functions that the Fire Department had attended during the month and reminded everyone of the open house for the new station 2 on 5/11/2024 from 11:00 – 1:00 central time.

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

The board had two citizens that wished to speak at the meeting. Mr. William Beard of 8370 US Hwy 29 N and Mr. Douglas Blackmon of 2570 Lee Road 270. Mr. Beard was recognized first and informed the board of family issues and the issue of the meter location. Mrs. Holt brought up the discussion for Mr. Beard to have the opportunity to pay his tap fee over the course of three months with \$550 being the first payment and \$400 for the next two payments under the condition that the bill is kept current and paid and a signed agreement at the water office. All Board Members were in agreement. No further comments were made by Mr. Blackmon.

12. **NEXT MEETING**

Chairman Sims stated that the next regular meeting would be at 6:00 PM CST on May 20<sup>th</sup>, 2024.

13. **ADJOURNMENT**

There being no further business, Mrs. Holt motioned to adjourn. The motion was seconded by Mr. Bryan and unanimously approved. The meeting was adjourned at 7:50 PM CST.

Signed \_\_\_\_\_