

KUSHLA WATER DISTRICT MEETING  
BOARD OF DIRECTORS  
March 1, 2022  
Minutes

The 628th meeting of the Board of Directors of the Kushla Water District was held at 4:00pm on Tuesday, March 1, 2022, at the Kushla Water District office, 6210 Highway 45, Eight Mile, Alabama.

**CALL TO ORDER:** The Chairman, Michael Robitzsch, called the meeting to order at 4:00 PM. Members present were Earl Hudson, William Silver, Christopher Williams, Tommy Vice, Nathaniel Cotton, and Karen Taylor. Member not present was Jennie Reese. Non-Members present were Jerry Luker, Derek Vickery, and Jo Ann Marquis.

**INVOCATION:** was led by Christopher Williams

**ACKNOWLEDGEMENT OF VISITORS/REQUEST:**

- Joy Rolison -Disposition (order of things) with Well 3 and Michael Robitzsch, The Chairman, stated Well 3 is functioning fine but is not producing what was expected after repair meaning running more hours per day but Derek Vickery, Superintendent is working on plan to address the issue. The well is functional and supplying water to our customers.
- Leonard Prater -Discuss high water bill and adjustment to bill. Michael Robitzsch, The Chairman, said in a Board meeting in 2011 it was voted and unanimously approved that there would be no water adjustments.

**APPROVAL OF MINUTES:** Motion to approve the minutes of the December 20, 2021, Board Meeting, and the minutes from Informational Board Meeting on January 31, 2022, was made by William Silver. The motion was seconded by Nathaniel Cotton and Earl Hudson and unanimously approved by the Board.

**Web Report:** The Web Report for February 2022 was given to each Board Member.

**STANDING REPORTS:**

**Engineer** (Jerry Luker): Discuss funds available in the State from the Federal Government for infrastructure projects. It is administered by ADEM through their SRF program. Request approval to file pre-application for a new well with us receiving offer for low-interest loan or grant. The cost of the study for pre-application process and filing would be between \$4,000 to \$5,000. A motion was made by William Silver to approve ballpark of \$4,000 to \$5,000 cost for Mr. Luker to proceed with the pre-application process and seconded by Tommy Vice and unanimous approval by Board. A formal request will be sent by Mr. Luker to the Board.

**Attorney:** Not in attendance. No legal issues to address.

William Silver suggested to move up on agenda our auditor, Deborah Hodges, speaking about the 2020-2021 Audit

**Auditor:** 2020-2021 Audit Report – Deborah Hodges - Prichard, Dewberry & Hodges, CPA  
Motion to approve 2020-2021 Audit as proposed was made by William Silver.  
The motion was seconded by Tommy Vice and Earl Hudson and unanimously approved.

**Supervisor – Derek Vickery – Report of January 2022**

1. Well 3 and 4: 13,490,496 gallons
2. Water sold: 12,225,706 gallons
3. Water loss: 2.0 %.
4. Service Cost: \$4.77 per 1000 gallons
5. Profit and Loss expense + Loan principal payments = \$64,348.23
6. Main Leaks: None
7. Service Leaks: None
8. Number of Work Orders Completed: 82
9. Number of AL811 Locates: 32
10. All Bact-samples: Coliform Absent

Derek Vickery provided a system status report including the need to upgrade well 3 along with the supply chain pricing and constraints.  
Derek setup a new website for Kushla Water District allowing us more flexibility and options for customers.

**Secretary/Bookkeeper**

- Profit and Loss Report for January 2022 was given to each Board Member.

**Finance Committee Chairman (Earl Hudson) –**

- No movement of CD's in January 2022

**Office Assistant (Susan Rodgers) – Report of January 2022**

- Number of customers billed 01/03/2022: 2141 – \$59,387.80
- Number of payments received 01/01-01/31/2021: 1865 - \$78,368.44
- Number of accounts with Late Penalty 01/19/2022: 439- \$2,583.38
- Number of Bank Check payments received: 194 - \$7,388.51
- Number of Credit Card/On Line payments: 569 - \$23,271.50
- Number of Delinquent/Locked Accounts: 17
- Number of Paid/Unlocked: 13

**OLD BUSINESS –**

**NEW BUSINESS –**

- Michael Robitzsch, The Chairman, ask the Board if anyone would like to volunteer to be lead on obtaining/researching for grants. No Board Member volunteered at meeting.
- 2022 Holiday Schedule: Christopher Williams made a motion to approve the 2022 Holiday Schedule as presented with the option to revise at later date. The motion was seconded by Nathaniel Cotton and Earl Hudson and unanimously approved.

- Christopher Williams and Personnel Committee to meet to revise our personnel handbook to current year reflecting changes in pay scale, sick leave policy, and adding holiday schedule to book.
- First Capital Insurance Renewal Effective March 9, 2022, Proposal: The renewal amount is \$32,068. William Silver made a motion to approve renewal of First Capital Insurance Proposal and it was seconded by Earl Hudson and unanimously approved.

William Silver made a motion to go into executive session. Board Meeting adjourned to move into executive session.

I, Jo Ann Marquis, do hereby certify that this is a true and accurate report of the meeting of Kushla Water District Board of Directors held on March 1, 2022.

Jo Ann Marquis  
Jo Ann Marquis, Secretary/Bookkeeper

3/24/2022  
Date