

KUSHLA WATER DISTRICT MEETING  
BOARD OF DIRECTORS  
April 25, 2023  
Minutes

The 642nd meeting of the Board of Directors of the Kushla Water District was held at 4:00pm on Tuesday, April 25, 2023, at the Kushla Water District office, 6210 Highway 45, Eight Mile, Alabama.

**CALL TO ORDER:** The Chairman, Christopher Williams, called the meeting to order at 4:00 PM. Members present were Karen Taylor, Jennie Reese, Shane McClain and Nannie Rolison who arrived late to meeting. Earl Hudson and Nathaniel Cotton were not present. Non-Members present were Jo Ann Marquis and Chad Hennis.

**INVOCATION:** was led by Jennie Reese

**ACKNOWLEDGEMENT OF VISITORS/REQUEST:**

Nannie Rolison made a motion to table the minutes until next month's meeting but no second on the motion therefore motion died.

**APPROVAL OF MINUTES:** Motion to approve the minutes of the March 28, 2023, Board Meeting and Special Meeting April 6, 2023, was made by Jennie Reese. The motion was seconded by Shane McClain and approved by the Board with the exception of Nannie Rolison who said no to approval of the minutes from March 28, 2023 meeting and the Special Meeting April 6, 2023.

**Web Report:** The Web Report for April 2023 was given to each Board Member.

**STANDING REPORTS:**

**Engineer** (Jerry Luker): Reported on our ADEM application and that should be receiving news any day now on approval of application.

**Attorney** (Jay Ross / Asst: Victoria Shoots): Victoria Shoots reported that there are no legal matters to address at this time.

**Superintendent** – Report of March 2023

1. Well 3 and 4: 12,260,648 gallons
2. Water sold: 11,161,342 gallons.
3. Water loss: 3.6 %.
4. Service Cost: \$1.98 per 1000 gallons
5. Service Leaks: Hwy. 45
6. Number of Work Orders Completed: 134
7. Number of AL811 Locates: 30
8. All Bact-smples: Coliform Absent

### **Secretary/Bookkeeper**

- Profit and Loss Report for March 31, 2023, was given to each Board Member.

Christopher Williams, Chairman, entertained a motion to approve the Profit and Loss Report ending March 31, 2023. Shane McClain made a motion to approve the Profit and Loss Report as of March 31, 2023, as reported and Jennie Reese seconded the motion.

### **Finance Committee Chairman (Earl Hudson):**

- No movement of CD's in March 2023.

### **Office Assistant (Susan Rodgers) – Report of March 2023**

- Number of customers billed 03/01/2023: 2162 – \$71,703.69
- Number of payments received 03/01-03/31/2023: 2792 - \$73,720.23
- Number of accounts with Late Penalty 3/16/2023: 427- \$2,916.65
- Number of Bank Check payments received: 168 - \$6,631.65
- Number of Credit Card/On Line payments: 711 - \$34,552.68
- Number of Delinquent/Locked Accounts: 32
- Number of Paid/Unlocked: 28

### **OLD BUSINESS –**

- Christopher Williams, Chairman, stated no updates on the Mausap Road project still waiting on the county to make a decision.
- Chad Hennis, Superintendent, reported no updates on Rudolph Gallash Road.
- Christopher Williams, Chairman reported the US Department of Labor - Wage and Hour Division case is officially closed.

**Auditor:** 2021-2022 Audit Report – Deborah Hodges - Prichard, Dewberry & Hodges, CPA Motion to approve 2021-2022 Audit as proposed was made by Shane McClain.

The motion was seconded by Jennie Reese and approved by the Board with the exception of Nannie Rolison who opposed the approval of the 2021-2022 Audit. Deborah Hodges stated that the Audit 2021-2022 would be available to KWD in a few weeks.

- Committee Reports-

Nannie Rolison along with Shane McClain reported to the Board about their progress on updating KWD's job descriptions. Ms. Rolison stated that in the next two weeks should have drafts ready on all the job descriptions.

As Nathaniel Cotton and Earl Hudson are not present at this April 25<sup>th</sup>, 2023, board meeting, Christopher Williams stated we would get an updated report from them at next board meeting of the impact of wage increase to employees since the completion of 1<sup>st</sup> Quarter 2023.

A recommendation was made by Jennie Reese, Chairman of Personnel Committee, to publish the revised version of the personnel manual. Jennie Reese made a motion to accept and publish the revised version of the personnel manual and it was seconded by Shane McClain. The Board approved motion to accept and publish personnel manual with the exception of Nannie Rolison who opposed the motion.

Motion to adjourn Board Meeting was made by Shane McClain. The motion was seconded by Karen Taylor and approved by the Board.

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 April 25, 2023.

Jo Ann Marquis  
Jo Ann Marquis, Secretary/Bookkeeper

5/24/2023  
Date