

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

The 645th meeting of the Board of Directors of the Kushla Water District was held at 4:00pm on Tuesday, July 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, Earl Hudson, Nathaniel Cotton, Jennie Reese, Nannie Rolison, Shane McClain, and William Andrews Non-Members present were Jo Ann Marquis and Chad Hennis.

INVOCATION: was led by Earl Hudson

ACKNOWLEDGEMENT OF VISITORS/REQUEST:

Shelley Vickery addressed the Board requesting financial information on Kushla Water District and the procedures to obtain this information. Christopher Williams, the Chairman, responded for her to put together a list of the items, submit request to office, and we would try our best to take care of your request.

Larry Vickery spoke about his last few days in the employment at Kushla Water.

Wanda Cochran, attorney for Nannie Rolison, spoke to the Board about managing a water system and the Board's responsibilities to the system.

APPROVAL OF MINUTES: Motion to approve the minutes of the June 27, 2023, Board Meeting, was made by Shane McClain. The motion was seconded by Jennie Reese and approved by the Board with the exception of Nannie Rolison who said no to approval of the minutes from June 27, 2023 meeting.

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

STANDING REPORTS:

Engineer (Jerry Luker): Not present at meeting. Email was sent by Mr. Luker to report on our ADEM application and that hopefully KWD would soon be hearing news on the outcome of our application.

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

Superintendent (Chad Hennis) -- Report of June 2023

1. Well 3 and 4: 15,532,262 gallons
2. Water sold: 13,045,390 gallons
3. Water loss: 8.9 %.
4. Service Cost: \$2.38 per 1000 gallons
5. Service Leaks: 4442 Juniper Ave.
7250 Fir Dr.
6. Number of Work Orders Completed: 98
7. Number of AL811 Locates: 47
8. All Bact-samples: Coliform Absent

Chad Hennis, superintendent, presented quote from American Tank Maintenance for the inspection and maintenance of Ridge Road tank for \$2,250. William Andrews made a motion for American Tank Maintenance to inspect and the maintenance on Ridge Road tank for \$2,250. The motion was seconded by Earl Hudson and all the Board were in favor.

Nannie Rolison mentioned to the Board that a policy needs to be in place when employees are working in extreme heat. Christopher Williams, Chairman, stated it would be addressed at a later time.

Secretary/Bookkeeper

- Profit and Loss Report for June 30, 2023, was given to each Board Member.

Christopher Williams, Chairman, entertained a motion to accept the Profit and Loss Report ending June 30, 2023, as printed. Nathaniel Cotton made a motion to approve the Profit and Loss Report as printed and Earl Hudson seconded the motion. The Board approved the Profit and Loss with the exception of Nannie Rolison who opposed the motion.

Finance Committee Chairman (Earl Hudson):

- No movement of CD's in June 2023.

Office Assistant (Susan Rodgers) – Report of June 2023

- Number of customers billed 06/01/2023: 2158 – \$80,087.89
- Number of payments received 06/01-06/30/2023: 2781- \$97,068.15
- Number of accounts with Late Penalty 6/16/2023: 397- \$2,925.79
- Number of Bank Check payments received: 195 - \$8,776.67
- Number of Cash payments received: 308 - \$12,508.11
- Number of Credit Card/On Line payments: 688 - \$39,359.88
- Number of Delinquent/Locked Accounts: 10
- Number of Paid/Unlocked: 9

OLD BUSINESS –

- Christopher Williams, Chairman, reported hearing from the Mobile County Commission on the funding of Mausap Road project and their request that in our minutes Christopher Williams is listed as the contact and one over the project from the Board for the Mausap Road water line relocation. A motion was made by Shane McClain to approve the following written statement be entered into the minutes: “Authorize Christopher Williams, Chairman of Kushla Water District to submit a request to the Mobile County Commission for funding of the Mausap Road project (water

lines relocation) in the amount of \$104,000 for the period October 1, 2022 through September 30, 2023, and approve entry into a contract with the County and the expenditures described in the program statement accompanying the funding request.” The motion was seconded by Nathaniel Cotton and approved by the Board.

- Chad Hennis, Superintendent, reported on the erosion happening on Rudolph Gallash Road and adding dirt could alleviate some of the problem. He mentioned the need to contact other utilities on the road to come up with a solution to resolve the erosion problem. Christopher Williams, Chairman requested Chad put Rudolph Gallash Road as a top priority.
- Shane McClain reported on the roof gutters for the main office building. Three quotes were presented and after discussion was completed. A motion was made by Jennie Reese for All Seamless Gutters to do the roof gutters at the main office building at a cost of \$2,535. The motion was seconded by Earl Hudson and all the Board approved.
- William Andrews reported on his research of the health and safety supplies needed at the office and in the field. After discussion was completed, a motion was made by Shane McClain to purchase the Phillips HeartStart AED Defibrillator for the main office at price of \$1,427.17 and purchase Narcan nasal spray locally if cannot obtain for free. The motion was seconded by Jennie Reese and Karen Taylor. All the Board approved the motion. William Andrews presented information about options for first aid kits for the office and after discussion, it was decided by the Board Chad Hennis, superintendent, and William Andrews would research further and purchase a first aid kit for the main office.
- Christopher Williams, Chairman, reported that the USDA came on July 11, 2023, for our routine inspection and we received an all good report.
- Committee Reports-

Nathaniel Cotton stated in reviewing the P&L from last year to this year that Kushla Water is right on target on where it should be for this time of the year.

Nannie Rolison along with Shane McClain presented the KWD job descriptions. Ms. Rolison emailed job descriptions to board members prior to the board meeting and copies were handed out at the meeting. Christopher William, Chairman, stated that the Board members would review the handed-out job descriptions and make any necessary changes then at the next board meeting in August it would be discussed.

NEW BUSINESS –

- Christopher Williams, Chairman, entertained a motion on the 36-month contract renewal for \$614 a month with C-Spire. William Andrews made a motion to renew 36-month contract with C-Spire at \$614 a month. The motion was seconded by Jennie Reese and all the Board approved.
- The Board discussed customers’ request for reimbursement. Christopher Williams entertained a motion to recommend the Board not take any action about reimbursement to customers living on Dogwood Trail. Earl Hudson made a motion on the recommendation to not take any action about the reimbursement to customers on Dogwood Trail. The motion was seconded by Shane McClain and the Board approved with the exception of Nannie Rolison who opposed the motion.
- Christopher Williams, Chairman, stated the discussion of the public records policy would be discussed further at the next meeting in August due to more information coming from our attorney and wanted to mention current policy allows for hard copies only with no option for digital copies.
- It was stated by Christopher Williams, Chairman, we as the Board need to start looking at hiring field employee or bringing in contract labor to help Chad Hennis, superintendent.

- Christopher Williams, Chairman entertained a motion for Election of Officers. He stated we will start with nominations for Chairperson. William Andrews made a motion to nominate Christopher Williams for Chairman. After his nomination, it was then ask of the Board were there any more nominations for Chairperson. With no other nominations we moved to the vote. William Andrews made a motion for Christopher Williams to be Chairman. The motion was seconded by Shane McClain and approved by the Board with the exception of Nannie Rolison who opposed the nomination of Christopher Williams for Chairman.

Then the Board moved to the Vice Chairperson nominations. Nathaniel Cotton made a motion to nominate Karen Taylor for Vice Chairperson. After her nomination, it was then ask of the Board were there any more nominations for Vice Chairperson. With no other nominations we moved to the vote. Earl Hudson made a motion for Karen Taylor to be Vice Chairperson. The motion was seconded by Shane McClain and unanimously approved by the Board.

Then the Board moved to the Treasurer nominations. Shane McClain made a motion to nominate Earl Hudson for Treasurer. After his nomination, it was then ask of the Board were there any other nominations for Treasurer and with no other nominations we moved to the vote. Shane McClain made a motion for Earl Hudson to be Treasurer. The motion was seconded by Jennie Reese and unanimously approved by the Board.

Motion to adjourn the Board Meeting was made by Earl Hudson. The motion was seconded by Shane McClain 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 July 25, 2023.

Jo Ann Marquis
Jo Ann Marquis, Secretary/Bookkeeper

8/24/2023
Date