

KUSHLA WATER DISTRICT MEETING
BOARD OF DIRECTORS
September 26, 2023
Minutes

The 647th meeting of the Board of Directors of the Kushla Water District was held at 4:00pm on Tuesday, September 26, 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 who arrived late to meeting. Non-Members present were Jo Ann Marquis and Chad Hennis.

INVOCATION: was led by Nathaniel Cotton

ACKNOWLEDGEMENT OF VISITORS/REQUEST:

Becky Haas addressed the Board with a request about changing the time of the board meetings.

APPROVAL OF MINUTES: Chairman, Christopher Williams recommended to the Board to accept the minutes of the August 29, 2023, Board Meeting, as written. Motion to approve the minutes of the August 29, 2023, Board Meeting, was made by Earl Hudson. 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 August 29, 2023, meeting.

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

STANDING REPORTS:

Engineer (Jerry Luker): Reported having the ALDOT permit with him at meeting for KWD to move forward with the Hwy 45/ Dogwood Trail project. He stated Mausap Road project plans on water line relocation were complete. He stated still have not heard anything on our ADEM application.

Nathaniel Cotton spoke to Engineer about KWD having the capacity to sell water to other water systems. It was decided by the Board that a study needs to be done to see if possible and Christopher Williams stated discuss at next board meeting.

Earl Hudson requested our Engineer -Jerry Luker start again doing an Engineer's Report for our board meetings.

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

Superintendent (Chad Hennis) -- Report of August 2023

1. Well 3 and 4: 19,856,803 gallons
2. Water sold: 18,523,418 gallons
3. Water loss: 1.4 %.
4. Service Cost: \$2.86 per 1000 gallons
5. Service Leaks: 6479 St. Johns Dr. South
5348 Lynd Road
8250 Hwy 45
8376 Hwy 45
7400 Hwy 45
4515 Country Estates Dr
4550 Country Estates Dr
5337 Dogwood Trail
5565 Dogwood Trail
6700 Pine Street
6. Number of Work Orders Completed: 87
7. Number of AL811 Locates: 52
8. All Bact-samples: Coliform Absent

Secretary/Bookkeeper

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

Finance Committee Chairman (Earl Hudson):

- Renewal of CD (1055.11) \$40,568.78 @ 4.50% 12 months -August 4, 2024

Office Assistant (Susan Rodgers) – Report of August 2023

- Number of customers billed 08/01/2023: 2168 – \$105,267.85
- Number of payments received 08/01-08/31/2023: 2303- \$99,704.52
- Number of accounts with Late Penalty 8/16/2023: 541- \$5,226.20
- Number of Bank Check payments received: 172 - \$8,772.40
- Number of Cash payments received: 302 - \$17,475.66
- Number of Credit Card/On Line payments: 687 - \$35,972.51
- Number of Delinquent/Locked Accounts: 19
- Number of Paid/Unlocked: 17

OLD BUSINESS –

- Christopher Williams, Chairman, reported the funds have been received from Mobile County Commission for water line relocation on Mausap Road and the plans have been received from the engineers with work for the Mausap Road project beginning soon.
- Chad Hennis, Superintendent, reported no changes on the erosion occurring around our water lines on Rudolph Gallash Road The need for erosion control at Rudolph Gallash Road and adding dirt to alleviate some of the problem.
- Discussion of proposal to increase fees.
Christopher Williams, Chairman, stated would discuss each fee and vote on increase.
Deposit Fee —A motion was made by Earl Hudson to increase the deposit fee for homeowner to \$100.00 and deposit for renter to \$150.00. The motion was seconded by Karen Taylor and Jennie Reese. All of the Board in favor of increase in deposit fee of \$100.00 for homeowner and \$150.00 for renter with exception of Nannie Rolison who said no to increase in deposit fee.

Connection Fee ---Christopher Williams stated this fee is nonrefundable and there would be no increase or change in \$50.00 connection fee.

Penalties, Trip Charge, Lock-out Fee, and After Hours Fee

Penalties (after the 15th) would increase to 25%

Trip Charge (after the 22nd) would be \$50.00,

Lock-out Fee would increase to \$125.00

After Hours Fee would increase to \$125.00

Karen Taylor wanted on record that the last time Kushla Water District had their fees increased was in 2010.

Christopher Williams stated after no more discussion on Penalties, Trip Charge, Lock-out Fee, and After Hours Fee that the Board would accept the proposed fee increase on these four items as written. A motion was made by Jennie Reese to approve the proposed fee increase on the four items as written. The motion was seconded by Karen Taylor. All of the Board in favor of proposed fee increase on the following Penalties to 25%, Trip Charge -\$50.00, Lock-out Fee -\$125.00, and After Hours Fee - \$125.00 as written with exception of Nannie Rolison who said not to increase these fees.

A motion was made by Shane McClain for the increase in fees to go into effect January 1st, 2024 and the motion was seconded by Jennie Reese. All the Board approved the fee increases to go into effect January 1st, 2024 with the exception of Nannie Rolison who said no to the fees going into effect January 1st.

- Christopher Williams, Chairman reported more information needed before address the Board on providing credit/debit card payment option in office. We will table discussion until next month's board meeting.
- Committee Reports-

Nannie Rolison typed all the KWD job descriptions with corrections made and given out to the Board. Ms. Rolison stated that job descriptions are not done in Word as she does not have access to word document only has AOL composition format.

Ms. Rolison presented extreme heat policy for employees working out in the field.

Christopher Williams, Chairman, stated the Board would review and discuss the information presented by Ms. Rolison on job descriptions and heat policy at next month's board meeting in October 2023.

Nathaniel Cotton stated Kushla Water is at fiscal year end and to start looking at tentative raises for next year.

William Andrews reported due to error on the order for the Phillips HeartStart AED Defibrillator the AED will not be in until 1st part of October. As soon as arrives, Mr. Andrews will set up day and time with Chief Brooks to come to the office to train on the AED. Chad Hennis, superintendent ordered the Narcan spray and should arrive soon.

NEW BUSINESS –

- Christopher Williams, Chairman, stated the document on the sewer rate increase from Saraland is for information only.
- Discussion of Audit Proposal from Prichard, Dewberry, & Hodges, P.C. Karen Taylor volunteered to research other firms and talk to Prichard, Dewberry, & Hodges. After some discussion, Christopher Williams, Chairperson, recommended holding off on signing the proposal and the Board meet in two weeks giving Ms. Taylor time to report back. A motion was made by Nathaniel Cotton on the recommendation of holding off on signing proposal from Prichard, Dewberry, and Hodges up to two weeks allowing Ms. Taylor time to report. The motion was seconded by Jennie Reese.
- Cost to repair company vehicle—Chad Hennis, superintendent, obtained an estimate on cost to repair our 2021 company truck and presented to Board in order to get necessary repairs done to get the truck back up and running. The Board asked who was assigned to the company truck and it was stated it was Larry Vickery. After discussion, the Board requested two more estimates and to meet again in two weeks to review the three estimates.

Motion to adjourn the Board Meeting was made by Earl Hudson. The motion was seconded by Nathaniel Cotton 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 September 26, 2023.

Jo Ann Marquis
Jo Ann Marquis, Secretary/Bookkeeper

10/20/2023
Date