

KUSHLA WATER DISTRICT MEETING
BOARD OF DIRECTORS
May 23, 2016
Minutes

The 560th meeting of the Board of Directors of the Kushla Water District was held at 4:00pm on Monday, May 23, 2016, at the Kushla Water District office, 6649 Highway 45, Eight Mile, Alabama.

CALL TO ORDER: The Chairman, William Silver, called the meeting to order at 4:00pm. Members present were: Rev. Christopher Williams, Mattie Smith, Michael Robitzsch, Nathaniel Cotton and Tommy Vice. Non-members present were: Jerry Luker, Tom Galloway, Jr., Daryl Taylor and Lenora Clark

INVOCATION: was led by Christopher Williams.

ACKNOWLEDGEMENT OF VISITORS/REQUEST: There were no visitors at today's Board Meeting.

APPROVAL OF MINUTES: Motion to approve the minutes of the Board Meeting April 25, 2016 was made by Nathaniel Cotton. The motion was seconded by Charlotte Lambert and unanimously approved by the Board.

Web Report: Web Site Report given to Board Members.

STANDING REPORTS:

Engineer (Jerry Luker): Refer to Addendum Engineer Report attached.*

Attorney (Tom Galloway, Jr.):

- Re-appoint Michael Robitzsch to Board this month. Christopher Williams' reappointment will be in November 2016.
- Property tax for the new office location. Once we get building built on property, we will be exempt from future property taxes as a governmental facility.

Supervisor - (Daryl Taylor)

- Good month of May with 4 new services. Started lock-outs today – with 28 on schedule.
- Gallons pumped: 14,000,376; gallons sold: 10,853,000. Water loss at 18%.
- Cost: \$2.95/1000
- In May we had with two service leaks with no major leaks.
- Ms. Lambert asked Daryl about the tear down/removal of old water tanks on Kushla McLeod Road and Georgetown-Chunchula Road. After some discussion, Mr. Silver said that this item would be tabled until next Board Meeting in June.

Secretary/Treasurer (Lenora Clark) –

- Profit and Loss report for April 2016 was given to the Board Members.

Finance Committee Chairman (Earl Hudson) –

- Finance report showed no movement or changes in April on our current CDs.

Office Manager (James Todd – absent from today’s meeting) –

- Will read meters on May 31; bills to go out on June 1st.

OLD BUSINESS –

NEW BUSINESS –

- Update on new office building: The pad and footings will go in and then will start framing in the next week or so.

Mr. Silver called for the Board to go into Executive Meeting for 12-15 minutes. Motion was made by Michael Robitzsch, seconded by Charlotte Lambert and unanimously approved by the Board.

Mr. Silver said that the Board will resume Board Meeting following.

The Board reconvened from Executive Session to regular meeting at 4:45pm. Reverted back to agenda under New Business:

Continuing under New Business that the Chair will entertain a motion to adopt the following to the Kushla Water District Personnel Manual as discussed during Executive Session:

- 1) Leave and Attendance Policy:
Motion was made to adopt the Leave and Attendance Policy by Michael Robitzsch. Motion was seconded by Tommy Vice and unanimously approved by the Board.
- 2) Motion to approve the Kushla Water District Employee Pay Scale that will become part of the Personnel Manual. Motion was made to approve KWD Employee Pay Scale as part of the Personnel Manual by Michael Robitzsch. Motion was seconded by Nathaniel Cotton and unanimously approved by the Board.
- 3) Concerning dates of Pay Raises, motion to read: ‘From this day forward the Employee Pay Raises will be granted on their anniversary date, upon completion of a satisfactory Performance Evaluation. Motion was made to approve the Employee Pay Raises outline by Charlotte Lambert. Motion was seconded by Nathaniel Cotton and unanimously approved by the Board.

Motion to adjourn Board Meeting was made by Nathaniel Cotton. The motion was seconded by Michael Robitzsch and unanimously approved by the Board.

I, Lenora G. Clark, do hereby certify that this is a true and accurate report of the meeting of Kushla Water District Board of Directors held on May 23, 2016.

Lenora G. Clark, Secretary/Treasurer

Approved by the Board of Directors