

KUSHLA WATER DISTRICT MEETING  
BOARD OF DIRECTORS  
March 27, 2017  
Minutes

The 570th meeting of the Board of Directors of the Kushla Water District was held at 4:00pm on Monday, March 27, 2017, at the Kushla Water District office, 6210 Highway 45, Eight Mile, Alabama.

**CALL TO ORDER:** The Chairman, William Silver, called the meeting to order at 4:00pm. Members present were: Charlotte Lambert, Christopher Williams, Earl Hudson, Mattie Smith, Michael Robitzsch, Nathaniel Cotton and Tommy Vice. Non-members present were: Jerry Luker, Tom Galloway, Daryl Taylor, Susan Rodgers and Lenora George.

**INVOCATION:** was led by Christopher Williams.

**ACKNOWLEDGEMENT OF VISITORS/REQUEST:** There were no visitors at today's meeting.

**APPROVAL OF MINUTES:** Motion to approve the minutes of the Board Meeting February 27, 2017 was made by Earl Hudson. 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's Report attached.\*

**Attorney** (Tom Galloway, Jr.):

- Demolition of tank on Kushla McLeod was put on hold due to the death of Mr. Tom Warring last month following the February 27<sup>th</sup> Board Meeting when the Board had voted to proceed with transferring land, tank equipment and liability to Mr. Warring in exchange for deed of property tank was located.

**Supervisor** - (Daryl Taylor)

- Gallons pumped: 10,433,432; gallons sold: 9,256,396. Water loss at 2.7%.
- Cost: \$3.74/1000 gallons.
- Main Leaks: None to report
- Service Leaks: Three – Roberts Road, Juniper Drive and Kali Oka Road
- Had seven new service installations.
- New Truck has been ordered. Delivery will be in about two months.
- Will start on lock outs tomorrow. Susan has been doing a good job of calling customers notifying them of the lockout schedule. This has reduced the number of lockouts with only 8 this month.
- Will read meters on Thursday, March 30th and mail bills out on Friday March 31st.

**Secretary/Treasurer** (Lenora George) –

- Profit and Loss report for February 2017 was given to the Board Members.

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

- No CD activity for the month of February 2017.
- Interest posted to Community Bank CD: November 2016 and February 2017.

**Office Assistant (Susan Rodgers) –**

- 200 Credit Card payments were received in February. Will note on back of the March bills that credit card payment service 24 hrs on kushlawater.com

**OLD BUSINESS –**

- Property and Tank on Kushla McLeod Road (also covered under Attorney's Report) was put on hold till further review.
- Update on main water line upgrade on Lafitte Road discussed at length under Engineer's report.
- Fencing for New Office Property: Originally we received three bids: Mobile Fence \$5,325; Chest Fence - \$5,300.00 (\$4,700 plus \$600 for barbwire) and Phillips Fence - \$4,449.80. Gave Phillips an opportunity to bid on 9 gage commercial fencing which they submitted for \$4,900.00 (first bid submitted was for residential fencing for \$4,449.80). Mr. Silver asked for motion from the Board to authorize the Fence Committee to make the decision from the bids to spend up to \$5,000.00 on purchase and installation of fence. Motion was made by Michael Robitzsch and seconded by Christopher Williams with unanimous approval of the Board

**NEW BUSINESS –**

- Surplus Equipment: Board to declare list (passed out to Board Members) of material and equipment left at the old office as surplus. Mr. Silver and Daryl Taylor will decide on price for each piece of each item and if anyone wants to purchase, will be set for purchase at 20 cents on the dollar. Motion was made to accept list as surplus was made by Nathaniel Cotton and seconded by Charlotte Lambert with unanimous approval of the Board.
- Motion to return clock that was located in the Board Room at the 6259 Hwy 45 location to Ms. Joy Rolison was made by Charlotte Lambert. Motion was seconded by Earl Hudson and unanimously approved by the Board.
- Personnel Committee: Revisions to the Personnel Manual was presented with the following additions, changes and/or revisions:
  - Added Weapons Policy
  - Conduct and Harassment Policy to be more inclusive and will be covered under one title.
  - Update to Organizational Chart: Superintendent/Supervisor running the System above the Board Chairman, William Silver.
  - Under pay scales: amended pay scale.

Motion to approve revised personnel manual was made by Nathaniel Cotton and seconded by Earl Hudson.

There was a discussion with Tommy Vice stating that he did not think there was anything wrong with the original manual. Mr. Robitzsch said changes were made mainly with the addition of the Weapons Policy. Mr. Vice also stated he did not think Weapons policy was needed.

Michael Robitzsch, Chairman of Personnel Committee, stated that Mr. Vice's comment was understood.

The Board then voted with majority passing with seven Yeas and one Nay.

Motion to adjourn Board Meeting was made by Nathan Cotton. Motion was seconded by Earl Hudson and unanimously approved by the Board.

\* Addendum Engineer Report

I, Lenora J. George, do hereby certify that this is a true and accurate report of the meeting of Kushla Water District Board of Directors held on March 27, 2017.

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Lenora J. George, Secretary/Treasurer

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Date Approved by the Board of Directors