

**MINUTES OF THE BOARD MEETING  
NOVEMBER 16, 2020**

**Board Meeting of the Selma Water Works and Sewer Board was called to order by Roderick V. West, Chairman of the Board at 9:32 a.m. November 16, 2020 via Conference Call in compliance with the Governor's Proclamation in 2020. Dialed in were, Roderick V. West, Chairman, Darrio T. Melton, Superintendent, James E. Ware, Vice-Chairman, Robert L. Allen, Director, Michael L. Johnson, Director, Attorney Prince Chestnut, Lachune Simpson, Maxine Tarver, Chelsea Strong, Marvin Maul, Robert Bridges, and Ray Hogg. Also dialed in was Mayor James Perkins, Jr Superintendent-Elect.**

**Superintendent Melton opened with prayer. Roll was called. Chairman Roderick V. West stated present, Vice-Chairman James E. Ware stated present, Director Robert L. Allen stated present, Director Michael L. Johnson stated present. A quorum was present.**

**Director Johnson motioned to approve the Minutes dated October 19,2020. Vice-Chairman Ware seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**The Board discussed painting the brick wall in the Administration Office. Director Johnson said that he would get some estimates and report back to the Board.**

**Director Johnson reported that has been communicating with Robert Bridges on getting bids to install cameras at the Water Treatment Plant.**

**Under the Financial Report, Vice-Chairman Ware motioned to pay the bills for the month of October 2020. Director Allen seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Maxine Tarver gave the Financial Report. Maxine reported that the revenue is \$478,421.72 which is 1% below what was budgeted. The expenses were \$362,525.86. There is a profit of \$115,895.86 for the month which is also the year to date profit. The year to date profit last year this time was \$70,423.86. Director Johnson motioned to approve the Financial Report for the month of October 2020. Vice-Chairman ware seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman E. James Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Superintendent Melton began his Report by thanking the staff for their service during his tenure as Superintendent of The Water Board as well as thanking the Board for the opportunity to serve. Board Members expressed gratitude and wished Superintendent Melton well on his future endeavors.**

**Under the Wastewater Treatment Department Report, Earl Luker reported that Jerry Pate is the new hire for the position of Plant Operator.**

**Earl reported on an issue at pumping station #1. He explained that the issue has caused damage and the pump needs to be replaced. The Board recommended that Earl submit estimates to replace the pump to Maxine Tarver.**

**Under the Meter Reader's Department Report, Marvin Maul reported that Calvin Gordon was in an accident in the Water Works truck. He is waiting on the Police Report. The two (2) bids received to repair the truck are from:**

**George's Paint & Body Shop LLC for - \$6,687.73**

**Hatchers Paint & Body Shop for - \$6,479.76**

**After further discussion on the matter including the current Bid Policy, and issues with a place to do employee drug testing, Director Allen motioned to accept the lowest responsible bid from Hatchers Paint & Body Shop in the amount of \$6,479.76 to repair the truck. Vice-Chairman Ware seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Director Johnson and Vice-Chairman Ware will work together to revise the Bidding Policy. Chelsea Strong will check with Selma Urgent Care concerning employee drug testing.**

**Marvin Maul reported that Robert Smiley is out sick and making plans to retire. Otto hunter will be out for two (2) weeks.**

**Under the Water Treatment Department Report, Robert Bridges reported that there have been no applicants for the position of Water Plant Operator Grade III.**

**Robert discussed the job description for a Maintenance Worker that he requested to be created within the Department. Director Allen motioned to approve the created position of Maintenance Worker with a salary of \$21,742.00. Director Johnson seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Robert reported that the contractors for the resealing of the joint inside the front settling basin in the wall will be moving in equipment on today and will begin working on tomorrow. The project should be complete within three (3) to four (4) weeks.**

**Director Johnson motioned to approve the purchase of diesel fuel for the generator at the main plant in the amount of \$2,385.00. Director Allen seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Under the Distribution Department Report, Robert reported on broken lines.**

**Robert reported that he will get with Chelsea Strong to go through applications to interview for the Utility Service Worker vacancy.**

**Robert reported that their newly hired employee, Russell Stough resigned this morning. He explained that there are now two (2) vacant positions.**

**Under the Engineer's Status Report, Ray Hogg reported that the closing date for the Drinking Water SRF is scheduled for December 1, 2020. The Clean Water SRF was published in the newspaper on November 11, 2020.**

**As it relates to Selma Water Works receiving funds for renovations to the Administration Building, Ray reported that ADECA met for a Public Hearing on November 4<sup>th</sup>. Dallas County will receive \$400,000.00 for coronavirus projects. He is not sure how the funds will be distributed yet.**

**Ray discussed items he has added to the Wastewater Five Year Capital Improvement Plan.**

**After Board discussion, Director Allen motioned to approve payment of Invoice No. HSA20003-01 from HSA Engineers Inc. in the amount of \$51,375.00. Vice-Chairman Ware seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Under the Administration Department Report, Director Allen motioned to approve the credit adjustments in the amount of \$2,108.30 for the nine (9) customers requesting adjustments to their sewer cost due to plumbing issues. Vice-Chairman Ware seconded. Roll was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Maxine Tarver reported that the Auditors are scheduled to be onsite beginning November 30<sup>th</sup> thru December 4<sup>th</sup>.**

**Attorney Chestnut began his Report by giving an update on Cheryl Pettaway Colvin's claim of extensive damages to her vehicle that occurred at a location near the Water Works office. Water Works insurance carrier will be denying the claim.**

**The Attorney reported that he will go to the courthouse to look into matters concerning the alternative property that would be acceptable for the Franklin Street Pumping Station.**

**Attorney Chestnut reported that Marvin Maul and Robert Bridges were interviewed by Counsel concerning the claim of a slip and fall on Voeglin Avenue.**

**Director Johnson motioned to accept Mayor James Perkins, Jr. as Superintendent of the Selma Water Works and Sewer Board effective immediately. Director Allen seconded. Roll**

**was called. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

**Superintendent Perkins thanked the Board for the opportunity to serve.**

**With there being no further business to come before the Board, Director Johnson motioned for adjournment at 11:20 a.m. Director Allen Seconded. Chairman Roderick V. West voted yes, Vice-Chairman James E. Ware voted yes, Director Robert L. Allen voted yes, Director Michael L. Johnson voted yes. Motion carried.**

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**Roderick V. West, Chairman**