

**MINUTES OF THE REGULAR BI-MONTHLY MEETING OF DIRECTORS
OF THE WATER WORKS BOARD OF THE CITY OF BIRMINGHAM
June 26, 2019**

The regular bi-monthly meeting of the directors of The Water Works Board of the City of Birmingham was held on Wednesday, June 26, 2019, at 11:00 a.m., at 3600 First Avenue North, Birmingham, Alabama.

The following Directors were present: William “Butch” Burbage, Jr., Deborah Clark, Brenda J. Dickerson, Ronald A. Mims, Tommy J. Alexander, Sherry W. Lewis, Brett A. King, George Munchus, and William R. Muhammad.

The meeting was also attended by: Michael Johnson, General Manager; TM “Sonny” Jones and Derrick Murphy, Assistant General Managers; Grace E. Amison, Executive Assistant to the Board of Directors; Vanessa Washington, Executive Assistant; Mark Parnell and Mary Thompson, Parnell Thompson, LLC; Kelvin Howard, KWH, LLC.; Theo Johnson, Volkert; Olivia Martin AGO; Kim Bivins, BCIA; Chandra Abesingha, CE Associates; Tony Willoughby, Dominick Feld Hyde, P.C.; Phillip Moultrie, Valent Group; Mauricka McKenzie, Nehemiah Engineering; Kevin Owens, City of Birmingham; George Anderson, Ben Sorrell, BWWB Employees from the following departments: the Call Center, the Human Resources, the Information Technology (IT), the Accounting, the Purchasing departments; BWWB Security; and Isaac Ballard, Retiree.

Inasmuch as all of the Board members were present, a quorum was in attendance. Chairman Burbage called the meeting to order at 11:15 a.m. and turned the meeting over to GM Michael Johnson. George Anderson, IT Manager, opened the meeting with prayer.

Following, GM Johnson asked everyone to remember employee Reginald Jackson who has been hospitalized for approximately one week from a car accident and employee Rick Jackson who was out due to a family illness.

Next, GM Johnson asked the Board to adopt a resolution commending the following employees from the Engineering and Maintenance Division, as Employees of the Month for June 2019, as set forth in agenda item 1.1: Utility Worker I Nicholas Blackmon, DMW Trainee Freddie Boone, Utility Worker I Thomas Noe, Utility Worker II Harvey King, and Senior Utility Worker II John Roper. Training and Organizational Officer Rhonda Lewis acknowledged the team’s hard work in replacing a 2-inch water main line in the Homewood area without interrupting customers’ water service. She indicated that the customers also gave positive feedback for the team’s professionalism while serving the community. Chairman Burbage congratulated the team as Employees of the Month. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By the Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Mr. Ronald A. Mims , that the Board hereby recognizes and commends Nicholas Blackmon, Freddie Boone, Thomas Noe, Harvey King and John Roper as the Engineering and Maintenance Division’s Employees of the

Month for June 2019, for their outstanding work and professionalism on a reinforcing pipe laying project in the heart of Homewood;

BE IT FURTHER RESOLVED, that a copy of this resolution be spread upon the minutes of the Water Works Board of the City of Birmingham and a copy presented to the employees named above. Resolution No. 8100 is hereby adopted by unanimous vote.”

Next, GM Johnson asked the Board to adopt a resolution commending BWWB Competition Teams for their efforts at the 2019 AWWA Annual Conference and Exposition (ACE) in Denver, Colorado, as set forth in agenda item 2. HR Manager Paul Lloyd introduced the BWWB Competition Teams and thanked them for doing a great job. Director Lewis also congratulated the competition teams and stated the importance of being able to compete on a national level in addition to being winners. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Dr. Brenda J. Dickerson, that the Board hereby recognizes and commends the BWWB Competition Teams for their efforts at the 2019 AWWA Annual Conference and Exposition (ACE) in Denver, Colorado as follows:

- 2019 Men’s Pipe Tapping Team – Red Team – 1st Place Finish
Paul Bethune (Customer Support Services Department)
Johnathan Bittles (Electrical & Mechanical Department)
Lorenzo Clay (Western Filter Plant)
Jonathan Harris (Coach / Manager – Water Treatment Department)
- 2019 Top Ops Team – 1st Place Finish (2nd Year in a Row)
Stan Brock (Shades Mountain Filter Plant)
Travis Hollingsworth (Western Filter Plant)
Derrick Stephens (Carson Filter Plant)
Scott Gormley (Coach / Western Filter Plant)
- 2019 Meter Madness – 1st Place Finish in Top 5 Individual Competitors
Joshua Templeton (Shades Mountain Filter Plant)
Donald Templeton (Coach / Electrical & Mechanical Department)
- 2019 Meter Madness – 5th Place Finish in Top 5 Individual Competitors
Jason Phillips (Electrical & Mechanical Department)
Donald Templeton (Coach / Electrical & Mechanical Department)
- 2019 Men’s Pipe Tapping Team – Blue Team – 5th Place Finish
David Nelms (Meter Shop Department)
Todd Stewart (Engineering Department)
Jerry Storey (Electrical & Mechanical Department)
Lakell Freeman (Coach / Customer Support Services Department)

- 2019 Women’s Fire Hydrants Team [First Year Competition Efforts]
 Terry King (Western Filter Plant)
 April Nabors (Alternate & Competition Team Manager - Engineering Department)
 Frerica Smith (Customer Support Services Department)
 Tim Harris (Coach / Shades Mountain Filter Plant)

- 2019 Men’s Fire Hydrants Team [Second Year Competition Efforts]
 Dusty Murphy (Electrical & Mechanical Department)
 Jordan White (Electrical & Mechanical Department)
 Kyle Swiney (Coach / Distribution Department)

BE IT FURTHER RESOLVED, that a copy of this resolution be spread upon the minutes of the Water Works Board of the City of Birmingham and a copy presented to the employees named above. Resolution No. 8101 is hereby adopted by unanimous vote.”

Next, GM Johnson asked the Board to adopt a resolution authorizing surviving spouse monthly retirement benefits from the Board's Retirement Trust Fund in accordance with the terms of the pension plan and as stated on the attached memo, effective July 1, 2019, for Ms. Anita Cates, the surviving spouse of Mr. Joseph Cates. Mr. Cates passed away on May 19, 2019. Ms. Cates will begin receiving her surviving spouse monthly retirement benefit of \$692.76 effective July 1, 2019, and a one-time retro payment for the month of June 2019, as set forth in agenda item 3. On a motion duly made and seconded, the following resolution was adopted:

“WHEREAS, Joseph Cates, a retiree of The Water Works Board of the City of Birmingham (“The Board”), passed away on May 19, 2019; and

WHEREAS, Joseph Cates was receiving, up until the time of his death, monthly retirement benefits from the Board’s Retirement Trust Fund in the amount of \$1,458.43, and under the terms of the Board’s Retirement Plan, his spouse is now entitled to receive 50% of that monthly benefit reduced by 2.5 percentage points for each full year in excess of 10 years by which the spouse is younger than the Participant at the time of the Participant’s death until such time as she either remarries or passes away; and

WHEREAS, the surviving spouse, Anita Cates will begin receiving her surviving spouse monthly benefit of \$692.76, effective July 1, 2019 and a one-time retro payment for the month of June 2019.

NOW, THEREFORE, BE IT RESOLVED By the Board of Directors of The Water Works Board of the City of Birmingham, on motion duly made by Mr. Ronald A. Mims and seconded by Dr. George Munchus, that the Trustee be, and is hereby instructed to pay a pension of \$692.76 per month and a one-time retro payment for the month of June 2019 to Anita Cates from the Board’s Retirement Trust Fund, in accordance with the terms of the Trustee Pension Plan, with the payment to be effective July 1, 2019. Resolution No. 8102 is hereby adopted by unanimous vote.”

Next, GM Johnson asked the Board to approve the Regular Board of Directors' minutes for April 10, 2019, as set forth in agenda item 4. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED BY The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Dr. Brenda J. Dickerson, that the Board hereby approves minutes of a Regular Board of Directors’ Meeting held on April 10, 2019. Resolution No. 8103 is hereby adopted by unanimous vote.”

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Next, GM Johnson asked the Board to approve the following said directors' actual travel expenses for the 2019 AWWA Annual Conference and Exposition (ACE) held June 9-12, 2019, in Denver, Colorado, as set forth in agenda items 5.1 through 5.6, respectively. [NOTE: A roll call vote is required.] On a motion duly made and seconded, a “roll call” vote of the directors was taken, and the following resolution was adopted:

“WHEREAS, the Board of Directors has adopted a Travel Expense Reimbursement Policy, as amended; and

WHEREAS, pursuant to Resolution No. 7683 adopted by the Board of Directors on January 16, 2019, approval was given to attend the 2019 American Water Works Association Annual Conference scheduled June 9 - 12, 2019, in Denver, Colorado; and

WHEREAS, in accordance with Act No. 2015-164, approval is requested for the following actual expenses relative to the above-referenced conference.

NOW, THEREFORE, BE IT RESOLVED, on a motion duly made by Dr. George Munchus and seconded by Mr. Ronald A. Mims, that the following board member(s) be reimbursed for his or her actual expenses pertaining to said conference as follows:

- Tommy Alexander for total actual expenses including conference registration, airfare, lodging (room and tax only), business meals and other in the amount of \$2,969.48 (as listed on the attached Itemized Travel and Business Expense Reimbursement).
- Deborah Clark for total actual expenses including conference registration, AmTrak, lodging (room and tax only), business meals and other in the amount of \$3,436.66 (as listed on the attached Itemized Travel and Business Expense Reimbursement).
- Ronald A. Mims for total actual expenses including conference registration, airfare, lodging (room and tax only), business meals and other in the amount of \$3,441.91 (as listed on the attached Itemized Travel and Business Expense Reimbursement).
- Sherry W. Lewis for total actual expenses including conference registration, airfare, lodging (room and tax only), business meals and other in the amount of \$3,543.28 (as listed on the attached Itemized Travel and Business Expense Reimbursement).

- Brenda J. Dickerson for total actual expenses including conference and workshop registration, airfare, lodging (room and tax only), business meals and other in the amount of \$4,213.20 (as listed on the attached Itemized Travel and Business Expense Reimbursement).
- William R. Muhammad for total actual expenses including conference and workshop registration, airfare, lodging (room and tax only), business meals and other in the amount of \$4,409.23 (as listed on the attached Itemized Travel and Business Expense Reimbursement).

Resolution No. 8104 is hereby adopted by a roll call vote: Director Alexander, Yes; Director Clark, Yes; Director Dickerson, Yes; Director Burbage, Yes; Director Mims, Abstained from voting; Director Lewis, Yes; Director Munchus, Yes; and Director Muhammad, Yes; and Director King, Yes.”

Next, GM Johnson asked the Board to approve payments of invoices for professional services, as set forth in agenda items 6.1 through 6.5, respectively. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Mr. Ronald A. Mims, that the Board hereby authorizes staff to execute payments to the following:

6.1 <u>Dominick Feld Hyde, P.C.</u>	
6.1.1 For professional services related to BWWB Audit Letter performed May 10, 2019 – May 15, 2019	<u>\$ 515.20</u>
6.1.2 For professional services related to BWWB Pension Plan performed April 30, 2019 – May 15, 2019	<u>\$ 806.80</u>
6.2 <u>Raftelis Financial Consultants, Inc.</u>	
For professional services rendered for May 2019	<u>\$14,755.00</u>
6.3 <u>Agency 54</u>	
For professional services rendered for May 2019	<u>\$ 22,500.00</u>
6.4 <u>Parnell Thompson, LLC.</u>	
For professional services rendered for May 2019	<u>\$ 95,962.77</u>
6.5 <u>ARCADIS U.S., Inc.</u>	
For professional services rendered per April 2019 Progress Report (April 2019)	<u>\$285,261.03</u>

Resolution No. 8105 is hereby adopted by unanimous vote.”

Next, GM Johnson asked the Board to reimburse the Operating Account for capital expenditures made for the periods ended April 30, 2019 (\$3,226,306.64) and May 31, 2019 (\$3,086,779.54), from Schedule No. IV (Cash Basis), in the total amount of \$6,313,086.18 for said two months, as set forth in agenda item 7. Dr. Munchus asked about the company's capital expenditures and whether BWWB is on schedule with capital projects for 2019 or will more money need to be added into the capital budget. Per GM Johnson, the company is behind on the average capital expenditures due to a late start on SMFP. On a motion duly made and seconded, the following resolution was adopted:

“WHEREAS, ARCADIS US, Incorporated, in Certificates dated May 30, 2019 and June 18, 2019 respectively, certified that during the periods ending April 30, 2019 (\$3,226,306.64) and May 31, 2019 (\$3,086,779.54), that there were expenditures for the cost of system improvements, which were paid out of the Operating Account, and reimbursement of that account is now due. The total certified capital expenditures for said two months total \$6,313,086.18 and;

WHEREAS, transfers to the Operating Account can be made from any, or a combination, of the following: the 2002 Construction Fund, the Improvement Fund, and/or the Revenue Account.

NOW, THEREFORE, BE IT RESOLVED By The Water Works Board of the City of Birmingham, on a motion duly made by Dr. George Munchus and seconded by Mr. Ronald A. Mims, that the Trustee be, and is hereby instructed to immediately transfer \$6,313,086.18 to the Operating Account from any, or a combination, of the following: The 2002 Construction Fund, the Improvement Fund, and/or the Revenue Account. Resolution No. 8106 is hereby adopted by unanimous vote.”

Next, GM Johnson asked the Board to approve revisions pertaining to an increase in the daily per diem meal limit for The Travel Expense Reimbursement Policy for Board of Directors, as set out in the policy attached hereto and incorporated herein; and The Travel Expense Reimbursement Policy in Section 9.2 of the Employee Handbook and in Section 9020 of the Human Resources Management Guide, as set out in Exhibits “A” and “B” attached hereto and incorporated herein, as set forth in agenda item 8. GM Johnson stated that a resolution was passed that increased the per diem amount, which revises the policy to reflect a \$100 per diem increase. He explained that the since the \$100 per diem is more than the previous per diem of \$65 established under the IRS policy, \$35 will be taxable and subject to withholdings. In addition, anyone traveling on BWWB business must return the money if the trip is shortened. Dr. Munchus inquired whether the IRS would tax \$35 out of the \$100 per diem. GM Johnson answered yes, because the \$100 is above the per diem amount set by the IRS regulations. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Dr. Brenda J. Dickerson, that the Board hereby approves a revision to the Travel Expense Reimbursement Policy for the Board of Directors and the Travel Expense Reimbursement Policy in Section 9.2 of the Employee Handbook and in Section 9020 of the HR Management Guide to increase the daily per diem meal limit, as set out in Exhibits “A” and “B”. Resolution No. 8107 is hereby adopted by Directors

Burbage, Dickerson, Mims, Alexander, Lewis, King, Munchus, and Muhammad. Director Clark abstained.”

Next, GM Johnson asked the Board to approve an agreement with Segal Consulting to perform a five-year experience study covering the period of January 1, 2014 - December 31, 2018 for the Retirement Plan and to review participation percentages of the Retiree Medical Plan for a cost based on time charges not to exceed \$35,000.00, as recommended by the Executive Committee; and to authorize the General Manager and/or the Assistant General Manager to execute the agreement, as set forth in agenda item 9. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By the Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Mr. Ronald A. Mims, that the Board hereby approves and authorizes the General Manager and/or the Assistant General Manager to enter into an agreement with The Segal Consulting to perform a five-year experience study covering the period of January 1, 2014 - December 31, 2018 for the Retirement Plan and to review participation percentages of the Retiree Medical Plan for a cost based on time charges not to exceed \$35,000.00. Resolution No. 8108 is hereby adopted by unanimous vote.”

Next, GM Johnson asked the Board to approve a three-year agreement with Valent Group (formerly S.S. Nesbitt) to serve as insurance consultant / broker for the lines of insurance as listed on page one of the agreement for an annual fee of \$150,000.00. The effective term of this agreement will be from August 1, 2019 - August 1, 2022, as recommended by the Executive Committee; and to authorize the General Manager and/or the Assistant General Manager to execute the agreement, as set forth in agenda item 10. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By the Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Dr. George Munchus and seconded by Mr. Ronald A. Mims, that the Board hereby approves and authorizes the General Manager and/or the Assistant General Manager to enter into a three-year agreement with Valent Group (formerly S.S. Nesbitt) to serve as insurance consultant / broker for the lines of insurance as listed on page one of the agreement for an annual fee of \$150,000.00. The effective term of this agreement will be from August 1, 2019 - August 1, 2022. Resolution No. 8109 is hereby adopted by Directors Burbage, Clark, Dickerson, Mims, Alexander, Lewis, King, and Munchus. Director Muhammad abstained.”

Next, GM Johnson asked the Board to approve the Special Order with the Alabama Department of Environmental Management dated June 26, 2019, as recommended by the Executive Committee, as set forth in agenda item 11. On a motion duly made and seconded, the following resolution was adopted:

“NOW THEREFORE on a motion made by Dr. George Munchus and seconded by Ms. Sherry W. Lewis follows:

That the Chairman is hereby authorized to execute that certain Special Order with the Alabama Department of Environmental Management dated June 26, 2019. Resolution No. 8110 is hereby adopted by unanimous vote.”

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Next, GM Johnson asked the Board to approve staff to terminate the existing contract to purchase Liquid Sodium Hypochlorite and to authorize staff to purchase and re-bid the purchase of Liquid Sodium Hypochlorite, as recommended by the Executive Committee; and to authorize the General Manager and/or Assistant General Manager to execute the documents, as set forth in agenda item 12. Dr. Munchus asked if said chemical was the only chemical being re-bid. Per GM Johnson liquid sodium hypochlorite will be purchased on a month-to-month basis. Following, Dr. Munchus asked whether the terminated supplier would be eligible to bid. Attorney Mark Parnell stated that any supplier can bid; however, at the bid awarding phase, there may be questions on whether the supplier is a responsible bidder. On a motion duly made and seconded, the following resolution was adopted:

“WHEREAS, The Water Works Board of the City of Birmingham, currently is under contract with DPC Enterprises to purchase Liquid Sodium Hypochlorite; and,

WHEREAS, DPC, purchased the Liquid Sodium Hypochlorite from Olin Corporation and supplied the Liquid Sodium Hypochlorite to the Water Works Board; and

WHEREAS, either DPC or Olin contracted with Transwood, Inc., to deliver the Liquid Sodium Hypochlorite to the Water Works Board’s Shades Mountain Filter Plant; and,

WHEREAS, on or about February 27, 2019, DPC, Olin or their agent, Transwood caused a material breach to said contract by causing a chemical incident to occur at the Water Works Board’s Shades Mountain Filter Plant.

NOW THEREFORE, on a motion made by Mr. Ronald A. Mims and seconded by Dr. George Munchus as follows:

1. The General Manager or Assistant General Manager is authorized to terminate the current contract with DPC.
2. The General Manager or Assistant General Manager is authorized to seek sealed bids for a new contract to have Liquid Sodium Hypochlorite supplied the Water Works Board’s Shades Mountain Filter Plant.
3. Since Liquid Sodium Hypochlorite is used and consumed in the normal operations of the Water Works Board’s operations and therefore exempt from the competitive bid law, staff is authorized to purchase Liquid Sodium Hypochlorite at the lowest price available until a new contract is awarded.

Resolution No. 8111 is hereby adopted by unanimous vote.”

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Next, agenda item 13 addressed new business. Assistant General Manager Sonny Jones gave an update on Mulberry Intake relative to a water issue (Tyson spill) approximately 20 miles from the Mulberry Intake. AGM Jones indicated that the issue is being monitored carefully. He indicated that there are 3 types of algae; however, the bad algae have not shown up. BWWB is successfully treating the other 2 types of algae and there is no cause for alarm. Dr. Munchus asked about ADEM’s involvement in the situation, and whether there had been any discussions with Tyson. Per AGM Jones, there has been no interaction with Tyson and receiving information blasts from ADEM. BWWB is handling things internally and continuously taking and analyzing samples. Dr. Munchus stated an outreach effort should be made to Tyson to help improve their manufacturing processes, but management can decide. Then, Dr. Dickerson expressed concerns on the possibility of algae showing up later, and Director Lewis expressed concerns for the customers and customers’ issues. Next, Dr. Munchus informed the board that he received an email from Nelson Brooks, the River Keeper, offering help. He asked whether Jefferson County Environmental Services had any involvement, which GM Johnson indicated that the issue does not impact them. AGM Jones stated he had a conversation with River Keeper Myra Crawford and indicated he would notify her of any issues. Thus, after much discussion about algae and water quality, the conversation concluded.

Following, under new business, Director Muhammad made a motion for the board to approve an extra Board Holiday, July 5, 2019, for calendar year 2019, being that July 4, 2019, a board approved holiday falls on a Thursday. Director Lewis inquired about the cost and plant operations. GM Johnson provided the cost, and he stated that essential employees would still work. Director Clark suggested that in the future, management should review the calendar in advance to allow planning for budgeting reasons and planning for employees regarding holidays that fall on a certain day. On a motion duly made and seconded, the following resolutions were adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Director Muhammad and seconded by Dr. George Munchus, that the Board hereby grants Friday, July 5, 2019, as an extra Board Holiday for calendar year 2019. Resolution No. 8112 is hereby adopted by unanimous vote.”

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Next, Chairman Burbage stated there was one speaker. Employee Association Chairman Derrick Maye stated employees asked him to come before the board to ask for board approval to allow employees to be off on Friday, July 5, 2019. However, since board has approved said date as a holiday, he personally thanked the board and employees clapped as a show of their appreciation.

Afterwards, GM Johnson moved to Open Forum to allow employees in the Call Center, Human Resources, Information Technology (IT), Accounting, and Purchasing departments a question-and-answer session to be addressed by the Board of Directors and/or Senior Executive Management. The Managers of said departments introduced their staff with a brief overview of

the department's functions/operations. Dr. Munchus asked HR Manager Paul Lloyd about questions about the Human Resources major issues/challenges. Per Mr. Lloyd, making sure policy and procedures are fair to employees, engage employees to help them achieve goals, and policy and procedures are being carried out. Information Technology Manager George Anderson distributed a handout entitled *BWWB Information Technology Department Organizational & Operational Structure 2019 (a copy of which is on file in the Board Meeting Book)* for reference during the introduction of his department. Purchasing Manager Ed Travis clarified for Dr. Munchus that he oversees maintenance for the main office. Then, GM Johnson thanked the Finance and Administration Employees on their tremendous job. Dr. Munchus inquired about GM Johnson working in a dual role (General Manager & AGM Finance & Administration). GM Johnson confirmed and indicated AGM Finance & Administration position is in process of being filled. Next, he introduced Derrick Murphy as the new Assistant General Manager of Engineering and Maintenance. AGM Murphy thanked the board and GM Johnson for allowing him to serve in his capacity. He gave an overview of his background.

Subsequently, GM Johnson encourage the employees to ask the board questions about any concerns. As various employees asked questions relative to performing another salary survey; the purchase of additional water systems; the status of work place injury relative to employees on restrictive duty; the timeline improvement of reviewing the bid process; the need for water bill assistance for elderly over 70 years of age; and the status of the salary survey relative to promotions and title changes for employees in the Purchasing Department. The directors and the General Manager responded to such questions.

At 1:12 p.m. Directors King and Dickerson departed the meeting and Director Dickerson returned to the meeting. Following, there was a brief discussion on the percentage of employees who are at the top of their salary grades. Director Lewis expressed her concerns for those employees who are at the bottom of the pay grade and stated she would like to ensure all employees are paid fairly. Director Clark stated there are issues that need to be addressed.

As there was no further business to be brought before the Board, a motion to adjourn the meeting was duly made and seconded, and the meeting adjourned at 1:24 p.m.

_____/s/_____
William "Butch" Burbage, Jr., C.P.A.
Chairman/President

Attest:

_____/s/_____
Ronald A. Mims
Secretary-Treasurer