

**Alabaster Water Board
MINUTES
Regular Scheduled September 23, 2025**

The meeting began at approximately 6:01 p.m. in the Conference Room of Alabaster Water located at 200 Kent Stone Blvd. Secretary LaDonna Chapman called roll.

Present:

Mike Allen, Chairman
Bobby Harris, Vice Chairman
Rick Ellis, Director
Greg Farrell, Director

Absent:

Stacy Rakestraw, Director

Attendees:

Laura Koon, General Manager
LaDonna Chapman, Finance and HR Manager
Michael Cain, Operations and Technology Manager (Arrived at 6:12 p.m.)
Bill Justice, Attorney
Ben Goldman, Attorney

Agenda Topic Index:

Approval of Pre-Meeting Minutes
Approval of Regular Meeting Minutes
Financial Report
Old Business
Purchase of Harless Property Next to Water Plant No. 1
New Business
Professional Services Agreement - BMSS
Hydrant Meter Application and Deposit
Resolution 10-092325-R
Sharron Townson Retirement Resolution
Resolution 11-092325-R
Retention of Board Attorney
Executive Session
General Business

Vice Chairman Harris made a motion to excuse Director Rakestraw. Director Farrell seconded.
All ayes. Motion carried.

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Topic: Approval of Pre-Meeting Minutes

Director Farrell made a motion to approve the Pre-Meeting minutes of August 19, 2025, as written. Vice Chairman Harris seconded the motion. All ayes. Motion carried.

Topic: Approval of Regular Meeting Minutes

Vice Chairman Harris made a motion to approve the Regular Meeting minutes of August 19, 2025, as written. Director Ellis seconded the motion. All ayes. Motion carried.

Topic: Financial Report

Ms. Chapman reported cash in bank of \$3,558,640 with cash in excess of the 150 day minimum of \$105,424, a debt service coverage ratio of 2.11, 155 days of cash on hand, metered water sales of \$879,802, total operating revenue \$954,487, total operating expenses of (\$652,278), other income and expenses of (\$261,821), a net income before capital contributions of \$51,224 for the month of August and a year-to-date net loss before capital contributions of (\$31,714).

Ms. Chapman reported strong collections of water (99.69%), sewer (99.51%), garbage set-up (100.00%), and garbage (99.32%) fees for the month of August.

Topic: Purchase of Harless Property Next to Water Plant No. 1

Manager Koon informed the Board that a counter offer was received from Mr. Harless for the parcel of land adjacent to Water Plant No. 1 in the amount of \$30,000. Manager Koon discussed the Harless property and informed the Board that a few alternate sites were also being evaluated in close proximity to Water Plant No. 1 that might better suit the Board's future PFAS treatment needs due to the flooding potential, limited site access for chemical and material delivery and a lack of large diameter water mains in the vicinity of Water Plant No. 1. After discussion, it was agreed that the Board would not accept the \$30,000 offer from Mr. Harless and would pursue alternative sites first before seeking to pursue the Harless parcel further. Mr. Justice was instructed to notify Josh Arnold, the attorney representing Mr. Harless, of the board's decision.

Topic: Professional Services Agreement - BMSS

Ms. Chapman discussed the Master Services Agreement with BMSS to cover the annual audit and any other accounting services provided by BMSS. Ms. Chapman noted that BMSS completed the Board's audit for the first time last year and that the Board approved a Professional Services Agreement for the FY25 audit at the August Board meeting. Ms. Chapman noted that BMSS will be providing assistance with the Board's bond rating process.

Director Ellis made a motion to authorize Manager Koon to sign the Master Services Agreement with BMSS for the Board. Vice Chairman Harris seconded. Vote called. All ayes. Motion carried.

Topic: Hydrant Meter Application and Deposit

Ms. Chapman presented an updated Hydrant Meter application and an increased Hydrant Meter deposit of \$3,000 for the Board's consideration. Director Farrell made a motion to adopt the updated Hydrant Meter application and to increase the Hydrant Meter deposit to \$3,000. Director Ellis seconded the motion. Vote called. Chairman Allen, yes. Vice Chairman Harris, yes. Director Ellis, yes. Director Farrell, yes. Motion carried.

**Topic: Resolution 10-092325-R
Sharron Townson Retirement Resolution**

Manager Koon requested that the Board adopt Resolution 10-092325-R recognizing Sharron Townson for 12 years of outstanding service to the Board. Director Farrell made a motion to adopt the Retirement Resolution for Sharron Townson. Vice Chairman Harris seconded. Vote called. All ayes. Motion carried.

**Topic: Resolution 11-092325-R
Retention of Board Attorney**

Manager Koon presented Resolution 11-092325-R authorizing the selection of Hand, Arendall, Harrison and Sale as Board Attorney. Director Ellis made a motion to adopt Resolution 11-092325-R. Director Farrell seconded the motion. Vote called. All ayes. Motion carried.

Manager Koon thanked Bill Justice for his years of outstanding legal service to the Board.

Topic: Executive Session

The Board elected not to enter into an Executive Session.

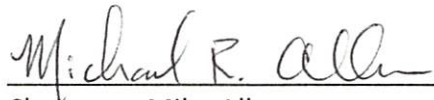
General Business

Manager Koon noted that a Special Meeting for the Bond Sale would be likely in the next few weeks.

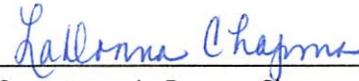
Manager Koon stated the next regular Board meeting will be on October 21, 2025.

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Director Farrell made a motion to adjourn at 6:16 p.m. Director Ellis seconded the motion. Vote called. All ayes. Motion carried.



Chairman, Mike Allen



Secretary, LaDonna Chapman