

BEULAH UTILITIES DISTRICT
Minutes of Regular Board of Directors Meeting
December 16, 2025
5320 Lee Road 270, Valley, Alabama 36854
6:02 PM CST

The Board of Directors of Beulah Utilities District met in a Regular Meeting at 6:02 pm on December 16, 2025, at the Beulah Water Department.

1. WELCOME

Chairman Majors welcomed those in attendance.

2. CALL TO ORDER

Chairman Majors called the meeting to order.

3. ROLL CALL

The following Board Members were present: Linda Holt, David Jackson, James Majors, Lamar Sims and Andrew Bryan.

For visitors in attendance, see attached visitor sign-in sheet.

4. DECLARE QUORUM

After the roll was called, Chairman Majors declared that a quorum was present.

5. ADOPT AGENDA

Chairman Majors presented the proposed agenda for adoption. Mr. Jackson motioned to adopt the agenda. The motion was seconded by Mr. Sims and the agenda was unanimously adopted.

6. APPROVAL OF PREVIOUS MEETING MINUTES

Chairman Majors asked for approval of the minutes of the regular meeting of November 18, 2025. A correction was noted in the Water Department Report section to change “Chris Williams” to “Chris Walker.” There being no other changes or comments, Mr. Jackson motioned to approve the minutes as amended. The motion was seconded by Mr. Bryan and the amended minutes were unanimously approved.

7. APPROVAL OF FINANCIAL STATEMENTS

A. Approval of November 2025 Financial Statements

Mr. Blake Simpkins was recognized, and he reviewed the November financial statements for the Board. He stated that the District expected its annual audit report at the February 17, 2026 meeting.

Mr. Jackson motioned to approve the November financial statements. Motion was seconded by Mr. Bryan, and the November financial statements were unanimously approved.

8. OLD BUSINESS

A. ARPA Funds.

Mr. Tim Mitchell from Goodwyn, Mills and Cawood was recognized and he stated that the contractor would start on the project at the beginning of 2026. He noted that material and equipment for the project had been delivered.

B. Fire Hydrant Repair Schedule.

No update.

C. Approval of Sale of District Own Land Parcel on Hwy 29 N.

No update.

D. GIS Project.

Mr. Simpkins informed the Board that the Water Department employees took a training course to learn the GIS system and how to input data. Mr. Simpkins gave the Board a demonstration of the GIS system map.

The Board was informed that the contractor on the ARPA Project would provide the District with information for the GIS system for the infrastructure it was installing.

E. Proposed District Managers' Job Description.

Mr. Simpkins presented the Board with a draft of a job description for the District Manager position. The Board discussed holding a work session to discuss the job further.

F. Leak Detection Service

No update.

G. Alternatives to District Provided Supplemental Insurance

Mr. Simpkins informed the Board that he decided to leave the District's insurance as is and would re-evaluate options in 2026.

9. NEW BUSINESS

A. Employee Family Health Insurance Rates

Mr. Blake Simpkins informed the Board of a rate increase for the District's health insurance of 4.75%. He recommended that the Board increase the amount the District pays towards eligible employees' family coverage. After discussion, Mr. Bryan motioned to increase the District's contribution for eligible employees' family health insurance to \$500 per month per employee. Motion was seconded by Mr. Jackson and unanimously approved.

B. Beulah Projects

Mr. Simpkins and Tim Mitchell were recognized, and they updated the Board on the projects which were pulled from the ARPA Project alternates. Mr. Mitchell stated that the projects would be bid in early 2026.

C. Purchase of New Mini-Excavator

Mr. Simpkins presented the Board with quotes for the purchase of a new mini-excavator. He recommended that the Board approve a quote from Sun South for a John Deere Mini-Excavator for \$60,120.04. He stated that this equipment was on the Sourcewell state contract. After discussion, Ms. Holt motioned to approve the purchase. Motion was seconded by Mr. Jackson and unanimously approved.

10. DEPARTMENT REPORTS

A. Administrative Report

Blake Simpkins was recognized, and he presented the Administrative Report to the Board.

Christy Williams was recognized, and she updated the Board on CNI upgrades she was studying.

Staff Update

Mr. Simpkins informed the Board that an individual had been hired as a

Field Operator Level II in the Water Department.

Equipment Update

Mr. Simpkins informed the Board that the mini-excavator purchase had been done under a separate agenda item.

Project Update

The Board was updated on the status of the PRV installations.

B. Water Department Report.

Christy Williams was recognized to provide the Board with the monthly operations report.

The Board was informed that there were five adjustments totaling \$1,204.70. Mr. Jackson motioned to approve the adjustments. Motion was seconded by Mr. Bryan and the adjustments were unanimously approved.

Ms. Williams presented the Board with a request from a customer to waive late fees and excess water costs for a leak on the customer's side of the meter caused by utility work on his property. The Board discussed the request and how they could not do much of what was asked. After discussion, Ms. Holt motioned to waive the disconnect fee for the account. Motion was seconded by Mr. Jackson and unanimously approved.

The Leak Incentive Program winner for the month was announced.

C. Beulah Fire and Rescue Report.

Chief Blake Simpkins was recognized to give the Fire and Rescue report for the month. He stated that there were a total of 109 calls, 17 of which were fire calls. He briefed the Board on notable calls.

He stated that there had been 13 hours of excess overtime worked during the month. He said that this was due to employees being out sick.

Chief Simpkins then briefed the Board on the training activities conducted by the department during the past month.

He informed the Board that there had been one random drug test during the month.

He updated the Board on community activities the Board had participated in during the month of November.

Chief Simpkins informed the Board that the air packs had been delivered and were being put into service.

11. OTHER BUSINESS

None

12. CITIZEN COMMUNICATIONS ON NON-AGENDA ITEMS.

None

13. NEXT MEETING

Chairman Majors stated that the next regular meeting would be at 6:00 PM CST on January 20, 2026.

14. ADJOURNMENT

There being no further business Ms. Holt motioned to adjourn. The motion was seconded by Mr. Bryan and unanimously approved. The meeting was adjourned at 7:10 PM CST.

Signed _____

BEULAH UTILITIES DISTRICT



Board of Directors Meeting

December 16, 2025

Visitor Sign-in Sheet