

1 **ALABAMA ONSITE WASTEWATER BOARD**

2 MINUTES OF MEEING

3 April 25, 2017

4 The ninety-sixth quarterly meeting of the ALABAMA ONSITE WASTEWATER
5 BOARD (hereinafter referred to as “the Board”) was called to order at 9:05 a.m., April
6 25, 2017, at the Board’s administrative offices located at 60 Commerce Street in Suite
7 600 by Derrick Hutchins, Vice-Chairman.

8 **PRESENT**

9 Michelle Stephens, Alton Williams, Leigh Willis. The Officer present was
10 Derrick Hutchins, Vice-Chair. Other guests: Melissa Hines (Executive Director), Jeffrey
11 Long (Attorney for AOWB), Dave Roll, Executive Director (AOWA) Allen Tartt,
12 Director (AOWATC), Robert Joiner (AOWB) and Jerry Todd (AOWB). Absent were
13 Michael Dansby-Treasurer, Dr. Kevin White and Greg Ryland.

14 **ADMINISTRATIVE HEARINGS**

15 Administrative hearings were held at this time. The Hearing Officer will hear the cases
16 and respond to the Board his recommendation for them to rule on at the July, 2017
17 meeting.

18 **MINUTES**

19 Vice-Chairman Hutchins made the motion that the minutes of January 24, 2017 be
20 approved; Alton Williams seconded the motion. Roll Call Vote: Michelle Stephens –
21 yes; Leigh Willis – yes; Alton Williams – yes. The minutes were approved by
22 unanimous vote.

23 **TREASURERS REPORT**

24 In the absence of Michael Dansby – Treasurer, Executive Director - Melissa Hines,
25 presented the available cash on hand is \$228,869, along with listing of expenses which
26 reflect funds spent since January. Vice-Chair, Derrick Hutchins, made a motion to accept
27 the Treasurers Report; Roll Call Vote: Michelle Stephens – yes; Leigh Willis – yes;
28 Alton Williams – yes. The Treasurers Report was approved.

29 **EXECUTIVE DIRECTORS REPORT**

30 ***Staff** - New employee, Executive Director, Melissa Hines, introduced Mary-Ann
31 Owens, a retired state employee, will begin working part time to assist with the clerical
32 needs of the AOWB office.

33 ***Melanie Swindell** – requested to obtain her license without going back through training
34 as her one-year deadline has passed. Leigh Willis made the motion that Ms. Swindell
35 needs to go back through the training in Livingston at the next available training
36 available; Alton Williams seconded the motion. Roll Call Vote: Michelle Stephens –
37 yes; Leigh Willis – yes; Alton Williams – yes. The motion passed by unanimous vote.

38 ***Richard Williams** – Application for Advanced Level 1 license with required
39 documentation was received for Mr. Williams. The Board requested that the Level 1
40 license be issued as soon as fine was paid per the Administrative Hearing.

41 **ENFORCEMENT REPORT**

42 Compliance Visits – 20

43 Complaint Visits – 14

44 **NEW BUSINESS** – None.

45 **UNFINISHED BUSINESS** – None.

46 **BOARD MEMBER REPORTS** – None.

47 Meeting was adjourned at 12:45 p.m. by Vice-Chairman Derrick Hutchins. The next
48 quarterly meeting will be held on July 25, 2017.

49

50 Minutes submitted by: Melissa Hines

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52 Approved by: Derrick Hutchins



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54 Recording Secretary: Melissa Hines


