

ALABAMA ONSITE WASTEWATER BOARD

MINUTES OF MEETING

January 23, 2025

The one hundred thirty-seventh meeting of the ALABAMA ONSITE WASTEWATER BOARD (hereinafter referred to as “the Board”) was called to order at 9:02 a.m., January 23, 2025, at the Board’s administrative offices located at 60 Commerce Street, Suite 1050 by the Honorable Alan Astin, Chair.

PRESENT - Board Members present – Alan Astin (Chair), David Mastin, Jr. (Vice-Chair), Chris Gulley (Treasurer), Craig Gall, Melanie Boggan, Mark Haswell, Timothy Simpson, Dr. Harold Pate, and Dr. Mark Barnett. Board Members absent – None. Other guests: Melissa Hines (Executive Director), Tracy Welch (AOWB), Joel Barnes (AOWB), Neva Conway (Board Attorney), Marc Geiger (AOWA President), Allen Tartt (UWA), Dale Mask, Chad Mercer, Terry White, and Carl Brown. A quorum was established, and the meeting was called to order.

ELECTION OF OFFICERS

Chair Alan Astin opened the floor for nominations of Board Treasurer. David Mastin, Jr. nominated Chris Gulley; Timothy Simpson seconded the nomination. Mr. Gulley declined the nomination. Craig Gall nominated David Mastin, Jr.; Dr. Harold Pate seconded the nomination. Timothy Simpson made the motion to close nominations. **ROLL CALL VOTE:** Dr. Mark Barnett - YES; Melanie Boggan – ABSTAIN; Craig Gall - YES; Chris Gulley – ABSTAIN; David Mastin, Jr., – YES; Mark Haswell – YES; Dr. Harold Pate – YES; Timothy Simpson - YES. Nomination carries.

Chair Alan Astin opened the floor for nominations of Vice Chair. Craig Gall nominated Timothy
24 Simpson; Dr. Harold Pate seconded the motion. David Mastin, Jr. made the motion to close
25 nominations. **ROLL CALL VOTE:** Dr. Mark Barnett - YES; Melanie Boggan – YES; Craig Gall -
26 YES; Chris Gulley – YES; David Mastin, Jr. – YES; Mark Haswell – YES; Dr. Harold Pate – YES;
27 Timothy Simpson - YES. Nomination carries.

28

29 Chair Alan Astin opened the floor for nominations of Chair. Craig Gall nominated Chris Gulley;
30 Timothy Simpson seconded the nomination. David Mastin, Jr. nominated Alan Astin; Timothy Simpson
31 seconded the nomination. Craig Gall made the motion to close nominations.

32

33 **BREAK:** Chair Alan Astin called for a 5-minute break at 9:09 a.m.; The meeting was called back to
order at 9:14 a.m.

34
35

36 **ROLL CALL VOTE for Chris Gulley** - Chair: Dr. Mark Barnett - ABSTAIN; Melanie Boggan –
37 YES; Craig Gall - YES; Chris Gulley – ABSTAIN; David Mastin, Jr. – NO; Mark Haswell – YES; Dr.
38 Harold Pate – YES; Timothy Simpson - YES. Vote count as follows: YES – 5; ABSTAIN – 2; NO - 1.

39 **ROLL CALL VOTE for Alan Astin** - Chair: Dr. Mark Barnett - ABSTAIN; Melanie Boggan – NO;
40 Craig Gall - NO; Chris Gulley – ABSTAIN; David Mastin, Jr. – YES; Mark Haswell – NO; Dr. Harold
41 Pate – NO; Timothy Simpson - NO. Vote count as follows: YES – 1; ABSTAIN – 2; NO - 5. The
42 nomination carries for Chris Gulley as Chair.

43

44

45 **TREASURER’S REPORT** – Chris Gulley presented the 1st Quarter Treasurers report for October 1,
46 2024, through December 31, 2024. David Mastin, Jr. made the motion to accept the Treasurer’s Report
47 with the pending email showing the percentage difference of cash ending balance from previous fiscal
48 years. Melanie Boggan seconded the motion. **ROLL CALL VOTE:** Dr. Mark Barnett - YES;
49 Melanie Boggan – YES; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr. Harold Pate –
50 YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes unanimously.

51
52 **SPECIAL GUEST:** Dale Mask. Mr. Mask addressed the Board regarding State of Alabama Law
53 “Section 34-21A-10 (b) (2)”.

54 Dr. Mark Barnett made the motion for a resolution to obtain an Attorney General Opinion regarding the
55 wording of Section 34-21A-10 (b) (2); Craig Gall seconded the motion. **ROLL CALL VOTE:** Dr.
56 Mark Barnett - YES; Melanie Boggan – YES; Craig Gall - YES; Alan Astin – ABSTAIN; Mark
57 Haswell – YES; David Mastin, Jr. – YES; Dr. Harold Pate – YES; Timothy Simpson - YES. Motion
58 passes. Chair Chris Gulley appointed Craig Gall and David Mastin Jr. to Attorney General Resolution
59 Committee.

60
61 **MINUTES** – David Mastin, Jr. made the motion to accept the minutes of October 30, 2024, Quarterly
62 Board meeting as presented; Timothy Simpson seconded the motion. **ROLL CALL VOTE:** Dr. Mark
63 Barnett - YES; Melanie Boggan – YES; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr.
64 Harold Pate – YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes unanimously.

65
66
67

68 **UNFINISHED BUSINESS**

69 **Fast Track Committee:** Executive Director Melissa Hines, advised that this program is still pending a
70 sponsor.

71 **Education Committee:** Dr. Mark Barnett advised the Board that he has not reviewed or processed the
72 Advanced Level II Installer exam questions from UWA at this time.

73

74 **NEW BUSINESS**

75 Timothy Simpson spoke to the Engineering Board regarding complaints regarding any Engineers; the
76 Engineering Board requests that AOWB turn in any complaints to their Board.

77

78 **AEHA** – Alabama Environmental Health Association is preparing information on an agenda and
79 speakers for our upcoming April Board Meeting. They would like to give continuing education at their
80 annual conference for our licensees who are around this year's conference.

81

82 **AOWB/AOWA BOARD MEMBERS**

83 Craig Gall addressed the Board and AOWA President Marc Geiger regarding members serving on both
84 boards. Craig Gall asked AOWA President Marc Geiger to not submit names of existing AOWA Board
85 Members to the Governor for any new AOWB Board seats. Mr. Geiger will take this information back
86 to AOWA Board.

87

88 **UPGRADE REQUESTED**

89 Dr. Mark Barnett made a motion to upgrade networking and audio-visual capabilities for the AOWB
90 Board, not to exceed \$5,000.00; Craig Gall seconded the motion. **ROLL CALL VOTE:** Dr. Mark

92 Barnett - YES; Melanie Boggan – YES; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr.
93 Harold Pate – YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes unanimously.

94 **NOWRA** – National Onsite Wastewater Recycling Association. Dr. Mark Barnett made the motion for
95 Melissa Hines, Executive Director, or a Board Member to attend the national meeting with travel
96 expenses reimbursed; Timothy Simpson seconded the motion. **ROLL CALL VOTE:** Dr. Mark Barnett
97 - YES; Melanie Boggan – YES; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr. Harold
98 Pate – YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes unanimously.

100 **SORA** – State Onsite Regulators Association. Dr. Mark Barnett made the motion for the Board to
101 become a member of this Association; Craig Gall seconded the motion. **ROLL CALL VOTE:** Dr.
102 Mark Barnett - YES; Melanie Boggan – YES; Craig Gall - YES; Mark Haswell – YES; Alan Astin -
103 YES; Dr. Harold Pate – YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes unanimously.

105 **EXECUTIVE DIRECTOR'S REPORT**

106 **The Sunset Committee** gave the Board 4 years without changes; however, this still must go before
107 Committee, House and Senate. Legislature goes in session February 4, 2025.

109 **Senate Bill 29** – has been put in place to go before the House; it states that licenses must be issued
110 within 45 days. This is not an issue for AOWB as we generally issue our licenses between 1-5 days
111 with 10 days being the longest amount of time taken to process.

113 Request from licensee to AOWB – Executive Director Melissa Hines received a call from a licensee that
114 held a Basic Installer license for 10 years and let it lapse; he has now attended Basic Installer training
115 and received his license. This licensee is asking for the Board to waive the 2-year waiting period.
116 Discussion was held. The Administrative Code states that to obtain an Advanced Level I license you
117 must have no less than 10 years of continuous active service or 5 systems and hold Basic license for 24
118 months. As the code stands at this time, the 2 years cannot be waived. There is a possibility with an
119 upcoming rule change that he may be able to get his Advanced Level I license before these 2 years are
120 concluded.

121
122 BREAK: Chair Chris Gulley called for a 5-minute break at 10:35 a.m.; the meeting was called back to
123 order at 10:42 a.m.

124
125 BBUWP – Three years ago the Black Belt Unincorporated Wastewater Program in their bylaws asked
126 AOWB to appoint two members to their board. Executive Director Melissa Hines appointed two
127 members. BBUWP asked for reappointment letters in October 2024 of those two individuals and
128 Executive Director Hines did submit the reappointment letters; however, said appointments needed to be
129 ratified by the board, and were not. Executive Director Hines contacted the BBUWP to let them know
130 that the reappointment letters were null and void. The BBUWP let Director Hines know that they would
131 submit a request if they needed appointment letters in the future.

132
133 2025 LICENSING CLASSES/Continuing Education Classes were approved at the October 2024
134 meeting. AOWA submitted updated location and speaker information as requested. The classes have
135 been posted to the AOWB website.

DESIGNATED TESTING SPACE

137 Melissa Hines, Executive Director, asked if the Board would make a motion to approve her to contact
138 Mark Dawber (Property Manager) for an estimate to renovate empty office space connected to AOWB
139 offices to allow us to have adequate designated space for AOWB license exam testing. Timothy
140 Simpson made the motion to approve obtaining a quote for renovations to give AOWB a designated
141 testing space; Dr. Mark Barnett seconded the motion. **ROLL CALL VOTE:** Dr. Mark Barnett - YES;
142 Melanie Boggan – YES; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr. Harold Pate –
143 YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes unanimously.

144

145 **ENFORCEMENT REPORT FOR THE QUARTER**

146	Complaints pending Probable Cause	7
147	Complaints received for the Quarter	15
148	Holding for hearings (working to settle)	12
149	Bond claims	0
150	Consent agreements to be approved by Board	0
151	Cease and Desist Orders	0

152

153 **CONSENT AGREEMENTS**

154 **2024-0021** - On 6/13/2024, field lines were installed without a license; \$1000.00 fine was paid. David
155 Mastin, Jr., made the motion to accept the consent agreement; Dr. Harold Pate seconded the motion.
156 **ROLL CALL VOTE:** Dr. Mark Barnett - YES; Melanie Boggan – ABSTAIN; Craig Gall - YES; Mark
157 Haswell – YES; Alan Astin - YES; Dr. Harold Pate – YES; David Mastin Jr.; Timothy Simpson - YES.
158 Motion passes. The individual was Harold Andy Short.

159 **2024-0039** – An individual, unlicensed at the time of work, installed/repaired/engineered a system in
160 Dora, AL on 5/14/2024. \$500.00 fine was paid. Timothy Simpson made the motion to accept the
161 consent agreement; Dr. Harold Pate seconded the motion. **ROLL CALL VOTE:** Dr. Mark Barnett -
162 YES; Melanie Boggan – ABSTAIN; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr.
163 Harold Pate – YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes. The individual was
164 Mark Tomberlin

165 **2024-0036** – An Installer violated the Jefferson County Board of Health rule Section 3.4.10 regarding
166 trench depths. \$1500 fine was paid. Craig Gall made the motion to accept the consent agreement;
167 Timothy Simpson seconded the motion. **ROLL CALL VOTE:** Dr. Mark Barnett - YES; Melanie
168 Boggan – ABSTAIN; Craig Gall - YES; Mark Haswell – YES; Alan Astin - YES; Dr. Harold Pate –
169 YES; David Mastin Jr.; Timothy Simpson - YES. Motion passes. The individual was Joel Blake
170 Moore.

171
172 **BOARD MEMBER REPORTS** – None.

173
174 **ADJOURNMENT**

175 David Mastin, Jr. made the motion to adjourn the meeting; Melanie Boggan seconded the motion. By a
176 show of hands, the motion carries unanimously. Meeting was adjourned at 12:05 p.m. by Chair, Chris
177 Gulley.

178

179

180

181

182 **2025 quarterly meetings:**

183 04/17/2025

184 07/18/2025

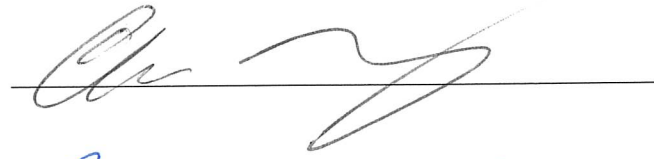
185 10/23/2025

186

187 Minutes submitted by: Tracy Welch

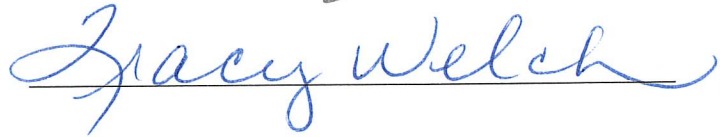
188

189 Approved by: Chris Gulley

A handwritten signature in black ink, appearing to read "Chris Gulley", written over a horizontal line.

190

191 Recording Secretary

A handwritten signature in blue ink, reading "Tracy Welch", written over a horizontal line.