

1 **ALABAMA ONSITE WASTEWATER BOARD**

2 **MINUTES OF MEETING**

3 July 14, 2022

4 The one hundred twenty-sixth meeting of the ALABAMA ONSITE WASTEWATER BOARD  
5 (hereinafter referred to as “the Board”) was called to order at 9:12 a.m., July 14, 2022, at the Board’s  
6 administrative offices located at 60 Commerce Street, Suite 1050 by the Honorable Chris Gulley, Chair.

7  
8 **PRESENT**

9 Board Members present – Chris Gulley (Chair), Alan Astin (Vice-Chair), David Mastin (Treasurer),  
10 Sharon Kimbrough, Leigh Salter, Dr. Mark Barnett (arrived at 9:18 a.m.), and Dr. Harold Pate. Other  
11 guests: Melissa Hines (Executive Director), Neva Conway (AOWB Attorney), Tracy Welch (AOWB),  
12 Joel Barnes (AOWB), Baron Litaker (AOWB), Clay Elmore (ADPH), Stacy Williamson (ADPH),  
13 Leann Eddins (ADPH), and Debbie Johnson (AOWA). ABSENT: Craig Gall and Mark Haswell. A  
14 quorum was established, and the meeting was called to order.

15  
16 **ADMINISTRATIVE HEARINGS**– The Honorable Randy Salle presided over the Administrative  
17 Hearings which began at 9:14 a.m. and concluded at 12:10 p.m. Once the transcripts are received, they  
18 will be forwarded to the Honorable Randy Salle for his ruling and recommendation to the Board; his  
19 ruling and recommendation will be reviewed and recommended by the Board at the next Quarterly  
20 Board Meeting.

21  
22 **BOARD MEETING** - Chair, Chris Gulley, called the meeting back into regular session at 12:11 p.m.

23 **MINUTES** – Sharon Kimbrough made the motion to accept the minutes of April 21, 2022, and May 19,  
24 2022, as presented. Alan Astin seconded the motion. ROLL CALL VOTE: Sharon Kimbrough – YES;  
25 David Mastin – YES; Alan Astin – YES; Mark Haswell – ABSENT; Craig Gall – ABSENT; Leigh  
26 Salter – YES. Dr. Mark Barnett – YES; Dr. Harold Pate – YES. Motion Passes.

27

28 **EXECUTIVE SESSION** – At 12:12 p.m., Alan Astin made the motion for the Board to go into  
29 Executive Session to discuss the good name and character of Mr. Jason Harris; Leigh Salter seconded  
30 the motion. ROLL CALL VOTE: Sharon Kimbrough – YES; David Mastin – YES; Alan Astin – YES;  
31 Mark Haswell – ABSENT; Craig Gall – ABSENT; Leigh Salter – YES. Dr. Mark Barnett – YES; Dr.  
32 Harold Pate – YES. Motion Passes. At 12:27 Leigh made the motion for the Board to come out of  
33 Executive Session and Sharon Kimbrough seconded the motion. ROLL CALL VOTE: Sharon  
4 Kimbrough – YES; David Mastin – YES; Alan Astin – YES; Mark Haswell – ABSENT; Craig Gall –  
35 ABSENT; Leigh Salter – YES. Dr. Mark Barnett – YES; Dr. Harold Pate – YES. Motion Passes.

36

37 **TREASURER’S REPORT** – David Mastin, Treasurer, presented the 3rd Quarter Treasurers report for  
38 April 1, 2022, through June 30, 2022. Leigh Salter made the motion to accept the Treasurer’s Report  
39 as presented. Dr. Mark Barnett seconded the motion. By a show of hands, the motion passed  
40 unanimously.

41

42 **NEW BUSINESS:** Alan Astin made a request to Melissa Hines, Executive Director, to provide the  
43 scope of duties for the Compliance Officers. There were included in the Board Packets. Much  
44 discussion was had.

45

46 **EXECUTIVE DIRECTOR'S REPORT**

- 47 - Exam Schedule for 2023 has been sent to both providers of education.
- 48 - Mark Haswell, completing Michael Dansby's term, will have his term expire 9/30/2022.
- 49 - Two Harvest Monrovia employees want to obtain Advanced Level II licenses; however, they do
- 50 no install systems which is a requirement. *Alan Astin referred them to call Debbie Johnson of*
- 51 *AOWA for assistance with systems.*

52

53 **CONSENT AGREEMENTS**

54

55 **Case 2022-0001** – Michael McElyea, a licensee, not installing according to permit. The fine of

56 \$1000.00 was paid by Mr. McElyea and the homeowner was paid \$22,000 by filing a bond claim.

57 David Mastin made the motion to accept the Consent Agreement; Alan Astin seconded the motion.

58 ROLL CALL VOTE: Sharon Kimbrough – YES; David Mastin – YES; Alan Astin – YES; Mark

59 Haswell – ABSENT; Craig Gall – ABSENT; Leigh Salter – ABSTAIN. Dr. Mark Barnett – YES; Dr.

60 Harold Pate – YES. Motion Passes.

61

62 **Case 2021-0016** – Andy Woodard, a licensee, installing without a permit. He paid the \$1,000.00 fine.

63 David Mastin made the motion to accept the Consent Agreement; Alan Astin seconded the motion.

64 ROLL CALL VOTE: Sharon Kimbrough – YES; David Mastin – YES; Alan Astin – YES; Mark

65 Haswell – ABSENT; Craig Gall – ABSENT; Leigh Salter – ABSTAIN. Dr. Mark Barnett – YES; Dr.

66 Harold Pate – YES. Motion Passes.

67

68

**ENFORCEMENT REPORT FOR THE QUARTER**

70 Complaints pending Probable Cause **14**

71 Complaints received for the Quarter **28**

72 Holding for Hearings **2**

73 Compliance Visits for the Quarter **60**

74

75 **UNFINISHED BUSINESS**

76 Executive Director, Melissa Hines, advised that the AOWB Education Committee had received two  
77 letters from the AOWA Education Committee regarding First Time training of Basic Installer and  
78 Pumper. The Board recognized Randy Anderson, AOWA President and Instructor for licensing  
79 education. Mr. Anderson discussed the difficulty of teaching these license classes without knowledge of  
80 the test materials. He made the recommendation to the Board that moving forward, AOWB should  
81 focus on the Regulation or Code that the licensees will be tested on. Alan Astin made the motion that  
82 the Education Committee collaborate with the providers of education to put the Basic Installer and  
83 Pumper tests more in line with the code and report back as soon as possible; Dr. Harold Pate seconded  
84 the motion. ROLL CALL VOTE: Sharon Kimbrough – YES; David Mastin – YES; Alan Astin – YES;  
85 Mark Haswell – ABSENT; Craig Gall – ABSENT; Leigh Salter – NO. Dr. Mark Barnett – YES; Dr.  
86 Harold Pate – YES. Motion Passes.

87

88 **FAMILY SUCCESSION PLAN COMMITTEE:** Currently no update.

89

90 **BOARD MEMBER REORTS**

91 **Leigh Salter** – advised that the ADPH Rules are still pending DOJ Investigation.

92 **ADJOURNMENT**

93 Alan Astin made the motion to adjourn the meeting; Dr. Mark Barnett seconded the motion. By a show  
94 of hands, the motion passes unanimously. Meeting was adjourned at 1:58 p.m. by Chair, Chris Gulley.

95

96 The next quarterly meeting will be held on October 27, 2022.

97

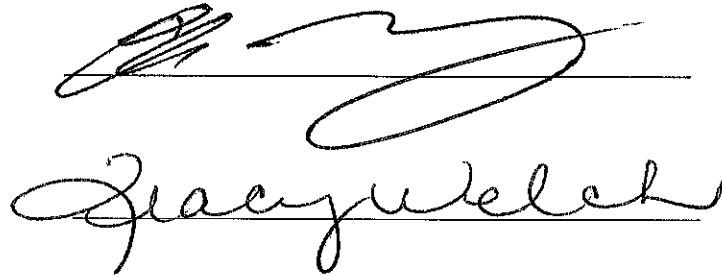
98 Minutes submitted by: Tracy Welch

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100 Approved by: Chris Gulley

101

102 Recording Secretary



The image shows two handwritten signatures. The first signature, for Chris Gulley, is written in black ink and is positioned above a horizontal line. The second signature, for Tracy Welch, is also in black ink and is positioned below a horizontal line. The signatures are cursive and somewhat stylized.