

PROCEEDINGS OF THE BOARD OF COMMISSIONERS OF WATERWORKS DISTRICT
NO. 1 OF THE PARISH OF ASSUMPTION, STATE OF LOUISIANA, TAKEN AT
REGULAR BOARD MEETING HELD ON JANUARY 22, 2018 AT 6:34 P.M.

President Bryan Dugas called the regular meeting to order with the pledge and silent prayer.

Roll Call: Absent: Keith Sheffie

Board Members Present: Scott Sternfels, Vincent Nelson, Calvin Steward, Wayne Arboneaux, Charles Brown, Jr., Jamie Boudreaux, Glenn Comeaux, Paul Lewis, and Jeremy Pipsair.

Also, Present: B J. Francis, Lucille Guillot, Amy Daigle, Ginger Rushing, Hollis Miles, Rickey Mollere, Roy Waggenpack with Owen and White Engineering, Joseph Savoie with C J Savoie Consulting Engineering.

President Bryan Dugas asked for the approval of the minutes of the December 18, 2017 meeting.

On a motion by Calvin Stewart and seconded by Scott Sternfels and unanimously carried to approve the minutes of the December 18, 2017 regular board meeting.

Public Hearing was opened to discuss agenda items.

President Bryan Dugas closed the public hearing due to no public comments.

President Bryan Dugas asked for an update from the engineering committee meeting.

Engineering Committee Chair Jeremy Pipsair stated that there was no report on the Community Water Enrichment fund.

Chairman Jeremy Pipsair also reported that the committee recommendation on the Plant 3 UV Pump due to a clerical error pay the contractor Pintail \$13,634.85.

On a motion by Jeremy Pipsair and seconded by Scott Sternfels and unanimously carried to pay the contractor Pintail \$13,634.85 owed for the Plant 3 UV Pump project.

Chairman Jeremy Pipsair reported the committee recommends payment to Owen and White Engineering for the Paincourtville Booster Station Upgrade project 100% design complete of \$20,100.00 and 100% inspection \$3,293.38.

On a motion by Jeremy Pipsair and seconded by Vincent Nelson and unanimously carried to pay Owen and White Engineering for the Paincourtville Booster Station Upgrade project 100% design complete of \$20,100.00 and 100% inspection \$3,293.38.

Chairman Jeremy Pipsair reported on the SCADA Automation upgrade the 5% retainage of \$8,366.00 is going to be held, the committee recommends payment of \$158,954.00 to ICE Sales and Service

On a motion by Jeremy Pipsair and seconded by Calvin Steward and unanimously carried to payment of \$158,954.00 to ICE Sales and Service for the SCADA Automation upgrade.

President Bryan Dugas called for the finance committee report.

Chairman Scott Sternfels also advised the board that the committee is recommending a motion to approve payment of invoices presented at the meeting.

On a motion by Jim Boudreaux and seconded by Wayne Arboneaux and unanimously carried to approve payment of all monthly invoices that were submitted at the meeting.

On the distribution updates, Rickey Mollere reported that several items were addressed, such as breaks in the system, the fence at Highway 1 and Highway 70 where the old tower was located. He also reported that we experienced two major freeze issues, one in December 2017 and one on January 17, 2018. We had several calls on leaks of both kinds, the Assumption Parish Waterworks equipment and customer equipment. With the cooperation of all of our team members we were able to act accordingly to each request.

President Bryan Dugas asked if there was an estimate of how many lines were repaired.

Rickey Mollere reported that in reference to main lines it was approximately 5 or 6 major lines repaired.

President Bryan Dugas asked if the breaks were freeze related. He was looking to see if the leaks were attributing to our unaccounted water.

Glenn Comeaux asked if there could be a way to better communicate to our customer of issues when they occur.

Keith Sheffie entered the meeting.

Ginger Rushing gave an extensive report on plant updates, most of the information was due to the freeze. She also presented a list of pressure readings that were taken manually.

The board discussed several issues revolving around the Napoleonville and Labadieville towers. The staff will review what options necessary to plan for future weather-related issues with references to the needs of the areas that were experiencing low pressure during the freeze.

President Bryan Dugas asked Ginger Rushing if we trigger at 15 what do we need to get it up to before we start pulling samples to get cleared.

Ginger Rushing stated that we have to get over 15 and once we are there we can start pulling our samples.

Glenn Comeaux asked the board to consider forming a committee to be proactive for all emergency situations that may occur- i.e: freezes, hurricanes etc.

Jeremy Pipsair thanked Ginger Rushing for explaining to him how the Boil Water Advisory works. After speaking with Ginger Rushing was able to answer questions and assure his constituents that all was well with the water and it was just a precautionary measure not a mandatory measure.

President Bryan Dugas called for office updates.

Amy Daigle presented the office updates by telling the board that the process of combining the two cycles is started and will affect the February bill. All bills for all areas will be due on the 20th. They will be mailed on the 26th and they will have approximately 20 days to pay.

President Bryan Dugas asked for updates on the Waterline Projects.

The Highway 402 Extension—there were no updated to report.

The E. G. Robichaux RD—Jim Boudreaux requested that this project be considered for planning stages beginning in February due to the freeze situation we had in January.

The Bayou Drive Tie-In—No update.

President Bryan Dugas called for a motion to go into executive session requested by Vincent Nelson to discuss employee raise.

On a motion by Glenn Comeaux and seconded by Wayne Arboneaux and unanimously carried to enter into executive session.

President Bryan Dugas called to go back into regular session at 8:07 p.m. There was no update from executive session to report.

President Bryan Dugas reported no action items for February 26, 2018 meeting.

President Bryan Dugas call for a motion to adjourn the meeting.

On a motion by Vincent Nelson and seconded by Glenn Comeaux and unanimously carried to adjourn the meeting.

Vincent Nelson, Secretary

Bryan Dugas, President