

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 NOVEMBER 27, 2017 AT 6:35 P.M.

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

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

Also, Present: B. J. Francis, Donna Robertson, Lucille Guillot Amy Daigle, Rickey Mollere Ginger Rushing, ADA Cody Martin, Roy Waggenpack with Owen and White Engineering, Joseph Savoie and Michael Newchurch with C.J. Savoie Engineering.

On a motion by Scott Sternfels and seconded by Wayne Arboneaux and unanimously carried to approve the minutes of the October 23, 2017 regular board meeting.

Public Hearing was opened to discuss agenda items.

President Bryan Dugas asked if there were any comments from the public on the agenda items. There were no public comments therefore the public hearing was closed.

President Bryan Dugas asked for the engineering committee report from Chairman Jeremy Pipsair.

Chairman Jeremy Pipsair reported that there no motions required from the committee.

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

Chairman Scott Sternfels advised the board to accept the recommendation made by the committee to amend the budget advised by the auditor Tia Barbera to add the ending fiscal balance and the beginning fiscal balances as line items on the budget report for 2017-2018 Budget.

On a motion by Vincent Nelson and seconded by Scott Sternfels and unanimously carried to amend the budget as reported.

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

On a motion by Scott Sternfels and seconded by Vincent Nelson and unanimously carried to approve all of the invoices that were submitted at the meeting for payment.

Scott Sternfels expressed concerns to the board and staff in reference to not having an engineer on staff at APWW. He inquired as to who would be called when engineering issues would arise at APWW. Therefore, the engineering committee has allocated several minutes of the December 18th engineering committee meeting to discuss this topic thoroughly.

It was also suggested by ADA Cody Martin, that a task order contract could be set up with and engineering firm if needed.

On the distribution updates, Rickey Mollere presented the bid awards on fire hydrant and maintenance equipment. These costs are only good for 6 months.

The low bidder for this equipment was Louisiana Utilities Supply Co. 2058 Sorrel Ave, Baton Rouge, LA. 70802

On a motion by Jeremy Pipsair and seconded by Wayne Arboneaux and unanimously carried to accept the lowest bids from Louisiana Utilities Supply Co.

Rickey Mollere also presented a spread sheet to the board containing the fire hydrant repair work that was completed for the year 2017 totaling \$96,333.24.

Ginger Rushing presented the plant updates: Reporting that due to cooler weather, less flushing is necessary at this time. We are now back on chloramines as of November 14, 2017.

Ginger Rushing also reported that the SCADA work is coming along nicely and stated that once everything is completed she invited the board to come up to the third to see the completed project.

The board asked that the staff have a written plan of action and guidelines in place for whatever may come up at the entire APWW system.

Ginger Rushing presented an extensive report on plant updates in a packet along with timelines of projects to be completed and equipment activation.

President Bryan Dugas asked for updates on the Waterline Projects. There were no updates to be reported.

A request by the GM, BJ Francis to change the December 25, 2017 board meeting to December 18, 2017.

On a motion by Jeremy Pipsair and seconded by Keith Sheffie and unanimously carried to accept the date change of the December 25, 2017 meeting to December 18, 2017.

Suggested action items for the December 18, 2017 meeting:

- The Engineering Committee will begin the meeting at 5:30 p.m.
- Update on the Third-Party system evaluation
- Update on plan for better communication between office and distribution on work orders.
- Checks and balances for not repeating public notice due to employee error.
- Plan for pilot program for PH increase.

President Bryan Dugas adjourned the meeting.

On a motion by Jeremy Pipsair and seconded by Glen Comeaux and unanimously carried to adjourn the meeting.

Vincent Nelson, Secretary

Bryan Dugas, President