

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 FEBRUARY 26, 2018 @ 6:30 p.m.

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

Roll Call:

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

Absent: Jeremy Pipsair

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

President Bryan Dugas asked for the approval of the minutes of the **January 22, 2018** meeting.

On a motion by Charles Brown and seconded by Keith Sheffie and unanimously carried to approve the minutes of the January 22, 2018 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 yield the floor to auditor Tia Barbera of Waguespack Gallagher and Barbera Audit. Tia Barbera presented the AUP fiscal year report and the regular audit report for August 2016-July 2017. There were no findings with the audit report.

It was stated that the board members that receive mileage payments for the meeting, will need to submit a copy of their beginning and ending odometer reading before the check could be issued.

The board thanked the staff for an audit report with no finding.

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

President Dugas reporting in the absent of Chairman Jeremy Pipsair, presented before the board that, Joseph Savoie stated that they performed a final walk through with the administration, and upon that walk through it was discussed that a deduct of \$7,200.00 was agreed by all parties involved and would be assessed for the punch list items that were not going to be completed by the contractor. Joseph Savoie also advised that he would recommend release of the final payment amount of \$19, 500.00, only after the asbuilts are reviewed and are to the satisfaction of the administration and engineering.

On a motion by Wayne Arboneaux and seconded by Charles Brown and unanimously carried to approve the payment of \$19, 500.00 upon recommendation from the staff and engineering once asbuilts were review and satisfied.

Present Bryan Dugas presented the report given by Mr. Roy Waggenpack that Tullier Services is 95% complete with the Paincourville Booster Upgrade and he recommends payment of \$349,740.00 this does not include the 10% retainage of \$38, 860.00. Mr. Waggenpack also

recommended to grant substantial completion as of February 15, 2018 so that Tullier Services can begin their 45-day lien period.

On a motion by Scott Sternfels and seconded by Jim Boudreaux and unanimously carried to grant the substantial completion to Tullier Services.

President Bryan Dugas called for a report from the finance committee meeting.

Chairman Scott Sternfels recommended to the board to approve all invoices that were reviewed and found to be in order in committee

On a motion by Glen Comeaux and seconded by Wayne Arboneaux and unanimously carried to approve all invoices to be paid that were presented before the board.

President Bryan Dugas asked for an update from distribution.

Rickey Mollere provided the board information on fire hydrants maintenance. It was reported that all of 2016 allocations have be delivered to all fire departments and the 2017 allocations included \$43,034.46 materials that were purchased and there is \$18,400.00 remaining for installations which will take place in mid-March as per the contractor.

President Bryan Dugas called for plant updates.

Ginger rushing thanked the staff for allowing EPA and DEQ to come in and do a training on performing sanitary surveys. It was about 30 of their employees and they were divided into 4 groups. They went from the raw water intakes all the way through the processes to finished water.

Ginger preceded to give updates on the 3/UV/SCADA upgrade work and it progress, along with some minor issues with the actuators and the effluent on filter 5. The generator was tested at the Paincourtville Pump station, a load test was also completed with the assistance of Entergy. There were no problems on either test and with all 3 pumps running it was only at 50%.

President Bryan Dugas asked for office updates. There were no updates to report.

President Bryan Dugas called for waterline project update.

- Hwy 402 Extension—no update
- E. G. Robichaux Rd.—Jim Boudreaux asked that this project be moved forward in planning stages by getting figures to report at next months' meeting.
- Bayou Drive Tie-In—Glen Comeaux asked to get figures to move on this project as well.

President Bryan Dugas called to go into executive session.

On a motion by Keith and seconded by Scott Sternfels and unanimously carried to enter into executive session to discuss employee raise.

President Bryan Dugas closed the executive session and entered back into regular session.

President Bryan Dugas stated that there were no motions to be brought from executive session.

On a motion by Vincent Nelson and seconded by Paul Lewis to approve a 4% raise for the General Manger (2% merit and 2% for the dissolution of compensatory time).

President Bryan Dugas petitioned action items for March 26, 2018 meeting.

- Update on preliminary figures for E. G. Robichaux Rd. Project
- Figures on adding a section of line and transferring services to new line on Bayou Drive Tie-In (2 cost associated with this project)
- Update on inactive water meters

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

On a motion by Vincent Nelson and seconded by Scott Sternfels and unanimously carried the meeting was adjourned.

Vincent Nelson, Secretary

Bryan Dugas, President