

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 MAY 21, 2018 @ 6:45 p.m.

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

Roll Call:

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

Also, Present: B J. Francis, Donna Robertson, Amy Daigle, Ginger Rushing, Hollis Miles, Rickey Mollere, Shawn Dupaty, Joseph Savoie and Michael Newchurch with C J Savoie Consulting Engineering, ADA Cody Martin and Linda Cook with The Bayou Pioneer

President Bryan Dugas called for the approval of the minutes of the April 23, 2018 meeting.

On a motion by Keith Sheffie and seconded by Wayne Arboneaux and unanimously carried to approve the minutes of the April 23, 2018 regular board meeting.

President Bryan Dugas open the Public Hearing to discuss agenda items.

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

President Bryan Dugas asked for a report from the engineering committee meeting.

Engineering committee Chairman Jeremy Pipsair reported that the committee recommends paying the amount of \$7,020.27 to Corona Environmental Consulting which is the final payment.

On a motion by Wayne Arboneaux and seconded by Jim Boudreaux and unanimously carried to approve payment of the \$\$7,020.27 to Corona Environmental Consulting which is the final payment.

Chairman Jeremy Pipsair also reported that the committee was informed by the GM that contractor Pintail has decided to walk away from this project without any further work being performed.

President Bryan Dugas asked this be discussed in Item 11 (Any Other Changes Can Occur By Unanimous Vote).

There were no updates to report on the Paincourtville Booster Station.

The Engineering RFQ was discussed to be adopted once attachments had been completed by the General Manager.

On a motion by Jim Boudreaux and seconded by Calvin Stewart and unanimously carried to adopt the RFQ submitted at last month's meeting by General Manager once attachments have been completed

President Bryan Dugas asked for a report from the finance committee.

On a motion by Vincent Nelson and seconded by Glen Comeaux and unanimously carried to approve the recommendation of the finance committee to pay all invoices presented before the board.

The General Manager B. J. Francis presented a resolution to the board for President Bryan Dugas to sign to accept the LDH grant in the amount of \$35,000.00 for upgrades to the APWW Fluoride Chemical Feed System. This grant has to be used in three years.

On a motion by Wayne Arboneaux and seconded by Jim Boudreaux and unanimously carried to approve President Bryan Dugas signing the resolution, to accept the LDH grant in the amount of \$35,000.00 to be used to upgrade the APWW Fluoride Chemical Feed System.

President Bryan Dugas asked for discussion on District Reports.

On the distribution update report, the APWW could not piggy back on St. James Parish vehicle purchase, due to the specification of the vehicles were different from what APWW was hoping to purchase.

The General Manager B. J. Francis also presented the State Contract proposals to the board and it was suggested that this was listed to be voted on at Item 11 (Any Other Changes Can Occur By Unanimous Vote on the agenda).

General Manager B.J. Francis gave the estimate as to how much it would cost to have the vehicle repaired from the accident which is \$8,000.00. GM was asked to seek local quotes as well before they would make a final decision.

President Bryan Dugas called for plant updates.

Ginger Rushing reported that the fuel polisher is now working. She also reported that the plant staff members are able to get alerts on their phones in the event they are in the field away from the controls.

President Bryan Dugas expressed concerns of the security risk associated with this process and suggested that the plant be cautious and sure that it is always updated and protected along with having a written procedure since the cell phones associated is personal property.

President Bryan Dugas asked for office updates.

Glen Comeaux asked if the process for inactive meter completed.

Amy Daigle reported that it was completed and it some issues of concern were found and the office staff is investigating the findings.

President Bryan Dugas called for waterline project updates.

There were no updates on the Hwy 402 Extension waterline projects.

The E.G. Robichaux and the Bayou Drive Tie-In Projects are pending upon the completion of the RFQ process.

President Bryan Dugas read the resolution presented to Secretary/ Treasurer Vincent Nelson for his 24 years of service, two of them being in his present position. He and the other board members and staff congratulated Mr. Vincent Nelson and thanked his for his service.

On a motion by Wayne Arboneaux and seconded by Jeremy Pipsair and unanimously carried to accept the resolution presented to Secretary/Treasurer, Mr. Vincent Nelson.

President Bryan Dugas read the resolution to be presented to Ms. Dolores Berthelot. She was unable to attend the meeting. In her absence the board and staff members wished to thank Ms. Dolores Berthelot for her 21 years of service as a billing clerk.

On a motion by Vincent Nelson and seconded by Glen Comeaux and unanimously carried to accept the resolution presented to billing clerk, Ms. Dolores Berthelot.

President Bryan Dugas asked to discuss the items slated for ITEM 11 on the agenda.

On a motion by Jim Boudreaux and seconded by Keith Sheffie and unanimously carried to add two items tabled the agenda to be discussed.

Chairman Jeremy Pipsair reported that the committee recommends that we complete a deduct change order to be submitted at the next month's meeting for asbuilts that Pintail contractor did not complete in lieu of paying him his final payment owed.

On a motion by Keith Sheffie and seconded by Jim Boudreaux and unanimously carried to have a deduct change order for the final payment of Pintail contract.

It was also suggested by ADA Cody Martin that a letter is sent to the contractor Pintail for him to sign stating that he wants to walk away from the project and no further action will be required.

The next item was vehicle purchase:

The General Manager B. J. Francis explained to the board the vehicles on the State Contract were about a \$695.00 difference from the bid received from a local dealer and the St James Parish proposals were not the vehicles that APWW was hoping to purchase.

On a motion by Vincent Nelson and seconded by Jeremy Pipsair and unanimously carried to accept the low bid from Dantin Chevrolet to purchase one new vehicle.

On a motion by Jim Boudreaux and seconded by Vincent Nelson and unanimously carried to purchase another vehicle.

Action items discussed for next month's meeting:

- Replacement of Secretary/Treasurer to serve on the APWW due to the retiring of Mr. Vincent Nelson.
- Change order deduct for Pintail Contractor.

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

On a motion by Glen Comeaux and seconded by Vincent Nelson and unanimously carried the meeting was adjourned.

President Bryan Dugas

Secretary/Treasurer Vincent Nelson