

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 AUGUST 27, 2018 @ 6:50 p.m.

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

Roll Call:

Board Members Present: Wayne Arboneaux, Jerome Bougere, Charles Brown, Glen Comeaux, Paul Lewis, Jeremy Pipsair, Keith Sheffie, Scott Sternfels and Calvin Steward

Board Members Absent: Jim Boudreaux

Also, Present: B J. Francis, Lucille Guillot, Donna Robertson, Ginger Rushing, Hollis Miles, Rickey Mollere, Shawn Dupaty, Jeff Malone with Pintail Contractor, Joseph Savoie and Michael Newchurch with C J Savoie Consulting Engineering and Linda Cook with The Bayou Pioneer, ADA Cody Martin, Chris Carter with Assumption Parish Police Jury and Mitch LaBas PE with Backflow Prevention

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

On a motion by Jeremy Pipsair and seconded by Charles Brown and unanimously carried to approve the minutes of the July 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.

There was nothing to report on the Paincourtville Booster Station.

Chairman Jeremy Pipsair asked for a report from Joseph Savoie in reference to Pintail and the Plant 3 Upgrade.

Joseph Savoie stated the remaining of the punch list items were referred back to the district in lieu of the as-built drawings. There are some discrepancies with number and we are going over those documents, so I would like to have a recommendation to you before the end of tonight's meeting. Once we agree upon a number we can finalize it tonight and be done. I will need about 10 minutes.

President Bryan Dugas stated we will add this to item 8 at the end of the meeting.

Joseph Savoie Agreed.

President Bryan Dugas called for the report from the finance committee

Chairman Scott Sternfels reported that the committee approve the bid from Laporte CPAs & Advisors not to exceed \$18,500.00.

President Bryan Dugas asked for a motion to approve the recommendation from the finance committee to award the audit to Laporte with a not to exceed price of \$18,500.00.

On a motion by Wayne Arboneaux and seconded by Jeremy Pipsair and unanimously carried to approve the recommendation from the finance committee award the contract to Laporte CPA's and Advisors not to exceed \$18,500.00.

Chairman Scott Sternfels reported that the committee recommends a rate structure for the operators to be approved by the full board.

President Bryan Dugas called for a motion to approve the finance committee recommendation of the rate schedule for the operators.

On a motion by Scott Sternfels and seconded by Jeremy Pipsair and unanimously carried to approve the recommendation from the finance committee of the rate structure for the plant operators.

Chairman Scott Sternfels reported that the committee recommends the approval of a 3.5 % rate increase effective September 1, 2018.

President Bryan Dugas called for a motion to approve the committee recommendation of a 3.5 % annual increase the aliens with the CPI effective September 1, 2018.

On a motion by Glen Comeaux and seconded by Calvin Stewart and unanimously carried to approve the recommendation from the finance committee for a 3.5 % annual rate increase effective September 1, 2018.

Chairman Scott Sternfels reported that the committee recommends the approval of all invoices to be paid.

President Bryan Dugas called for a motion to approve the invoices submitted to the committee.

On a motion by Wayne Arboneaux and seconded by Scott Sternfels and unanimously carried to approve the payment of the invoices.

President Bryan Dugas asked for District Reports.

Distribution: Rickey Mollere reported that Ford F350 lowest bidder was Supreme Collision of Labadieville and is now working on that vehicle. There was an approximately \$700.00 increase to the proposal which will bring the total to about \$7,176.00 for repairs.

Rickey also reported on fire hydrant maintenance and leak reports that were present to the board.

President Bryan Dugas asked for the report on Backflow Prevention.

ADA Cody asked to discuss Backflow prevention in executive session. This will be added to the agenda.

Plant Updates: Ginger Rushing presented in handouts, flushing reports in detail along with some updates on the 13 recommendations suggested by Corona.

President Bryan Dugas asked for report on water line projects.

President Bryan Dugas stated there are three projects that have been on the agenda for a while. Highway 402 Extension: Bryan Dugas-- Nothing to report.

E. G. Robichaux Rd: Jim Boudreaux (absent)--Nothing to report.

Bayou Drive Tie-In: Glen Comeaux: Nothing to report.

GM B. J. Francis stated that the only hold up is the designation of engineers. A list of engineers was sent to the board of all who submitted RFQ's. GM Francis stated that he did his review and he would like one or two of the board members to act as review committee members for the RFQ-Engineering Pool.

President Bryan Dugas asked if there were any recommendations from the board and for it to go through the engineering committee.

GM B. J. Francis stated that the committee review was not to choose an engineer. The RFQ Committee is being asked to rate the firms to ensure APWW's qualifications are met. If the firms meet the qualifications then they can be put into the pool of engineers.

ADA Cody Martin stated there are two thought processes to be considered. Does the board want to go back the same method with a consulting engineer or do you just want to hire an engineering on a project basis? You can hire a different engineer for every project if you want to. ADA Cody Martin also stated that the board could not select the engineering firm on an amount, you can only select them on their qualifications, then you can negotiate a price. Discussion continued regarding engineering services.

On a motion by Wayne Arboneaux and seconded Jeremy Pipsair and unanimously carried to enter into executive session to discuss backflow prevention as recommended by legal.

On a motion by Glen Comeaux and seconded Paul Lewis and unanimously carried to return to regular session.

President Bryan Dugas stated that the General Manager is to work with Backflow Prevention Services to see if we can coordinate mailing out the second non-compliance letter regarding backflow prevention and cross-contamination. Also to determine the number of non-compliant customers.

On a motion by Scott Sternfels and seconded Jeremy Pipsair and unanimously carried to add discussion regarding Plant #3 Upgrade Final Change Order.

The board agreed to pay Pintail Contracting Services, LLC. a final sum of \$7,200.00. The remaining \$12,300.00 will be deducted in lieu of punch listed items not completed. The final Plant #3 Filter Upgrade/UV/Pump House/Clarifier #3 Upgrade Project cost was \$4,724,450.44.

On a motion by Glen Comeaux and seconded Keith Sheffie and unanimously carried to adjourn.