

**MINUTES FOR
REGULAR MEETING
JUNE 18, 2024**

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, June 18, 2024 at 7:00 p.m. in the Water Works District office located at 265 Parish Road in Moss Bluff.

MEMBERS PRESENT: Donna DeBarge, Tim Aguillard, Boo O’Quinn, Glen Franklin
MEMBER ABSENT: Joshua Thomas
SUPERINTENDENT: Gerald Hoffpauir
FOREMAN: Grant Avery

Mrs. Donna DeBarge called the meeting to order. A motion was made by Mr. Boo O’Quinn and seconded by Mr. Glen Franklin to accept the Minutes for the Agenda Meeting held June 11, 2024 as presented. The motion carried with all yeas.

Mr. Hoffpauir read the Status Report for the Month of April 2024. There were 8,775 active accounts.

Mr. Hoffpauir read the Financial Report prepared by Steirman Whitfield & Company for the Month of May 2024. The Water District expended 74.79% in Production & Distribution expenses budgeted year to date and 81.18% in General & Administrative expenses year to date.

The Board reviewed Change Order No. 2 of the Plant B Filter Replacement Project to address replacement of specified 14” X 18” manways with larger 24” diameter manways.

The Board reviewed Pay Estimate No. 16 payable to Apeck Construction, LLC for the final Pay Estimate on the Pinewood Road Water Line Overlay Project.

The Board reviewed Pay Estimate Nos. 4 & 5 payable to Spectrum Biotechnologies, LLC for work completed on the Plants A & B Decant Tank Sludge Removal Project.

The Board reviewed Pay Estimate No. 8 payable to Meyer & Associates for work completed to date on the Plant C Treatment Plant Project.

The Board reviewed Pay Estimate Nos. 17, 18, & 19 for work completed to date on the Well 5 Generator Project.

The Board reviewed Pay Estimate Nos. 4 & 5 payable to Core & Main on the Service Line Inventory Project.

A discussion was held on an employee supplemental performance review.

The Board reviewed the Proposed 2024-2025 Fiscal Year Budget.

A motion was made by Mr. Boo O’Quinn and seconded by Mr. Glen Franklin to accept Change Order No. 2 on the Plant B Filter Replacement Project to address the exchange of specified 14” X 18” elliptical tank manways on the filter end caps with 24” manways for an added contract cost of \$21,318. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mr. Boo O’Quinn to authorize payment to Apeck Construction LLC in the amount of \$10,591.91 for final payment on the Pinewood Road Water Line Overlay Project, represented by Pay Estimate No. 16. The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mr. Tim Aguillard to authorize payments on the following Pay Estimates for work completed to date on the Plants A & B Decant Tank Sludge Removal Project:

Pay Estimate No. 4 to Spectrum Biotechnologies LLC in the amount of \$135,284.10

Pay Estimate No. 5 (Final) to Spectrum biotechnologies LLS in the amount of \$15,031.57

The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O’Quinn and seconded by Mr. Tim Aguillard to authorize payment to Meyer & Associates in the amount of \$2,798.15 for work completed to date on the Treatment Plant C Project, represented by Pay Estimate No. 8. The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mr. Boo O’Quinn to authorize payments on the following Pay Estimates for work completed to date on the Well 5 Generator Project:

Pay Estimate No. 17 to Meyer & Associates in the amount of \$313.20

Pay Estimate No. 18 to Meyer & Associates in the amount of \$730.80

Pay Estimate No. 19 to Kaough & Jones Electric Co. Inc. in the amount of \$23,400

The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mr. Boo O’Quinn to authorize payments on the following Pay Estimates for the Service Line Inventory Project:

Pay Estimate No. 4 to Core & Main in the amount of \$99,396.60

Pay Estimate No. 5 to Core & Main in the amount of \$38,243.20

The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mr. Boo O’Quinn to authorize an additional \$1.00 per hour pay raise to the executive secretary for assuming additional bookkeeping roles. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mr. Glen Franklin to except the Proposed 2024-2025 Fiscal Year Budget as follows with approved adjustments:

Gross Income	\$4,103,707	
Operating Expenses	<u>\$3,070,561</u>	
Operating Net Income		\$1,033,146

Capital Outlay:

Source of Funds	
Operating Net Income	\$1,033,146
Health Department Fund Gross Collection	\$106,000
American Rescue Plan Grant Funding	\$2,369,011
Gaming Fund Grant For Meter Replacement	\$125,000
Emerging Contaminants Fund	\$500,000
Water District Capital Improvements Fund	\$250,000
Estimated Revenue from Prior Year	<u>\$479,602</u>
Total Source Income	\$4,862,759
Total Capital Expenditures	<u>\$4,645,886</u>
Projected Fund Balance 6/30/2025	\$216,873

The motion carried with all yeas and no nays.

There being no further business, a motion was made by Mr. Boo O'Quinn seconded by Mr. Glen Franklin to adjourn. The motion carried with all yeas and no nays.

Tim Aguillard , Secretary Treasurer of
Water Works District 1, of Ward 1, of
Calcasieu Parish