

MINUTES FOR REGULAR MEETING MAY 17, 2022

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, May 17, 2022 at 7:00 p.m. in the Water Works District office located at 265 Parish Road in Moss Bluff.

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

Acting President Mr. Glen Franklin called the meeting to order. A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to accept the Minutes for the Agenda Meeting held May 10, 2022 as presented. The motion carried with all yeas and no nays. Mr. Hoffpauir read the Status Report for the month of March 2022. There were 8,741 active accounts. Mr. Hoffpauir read the Financial Report for the month of April 2022 prepared by Steirman Whitfield & Company. The Water District received 81.70% in revenues over expenses budgeted year to date.

Mr. Hoffpauir informed the Board that all easements have been procured for the Indian Bayou Subdivision Water Line Overlay Project Phase 2. Therefore, the Water District is ready to proceed with requesting bid specifications from the engineer.

The Board reviewed a Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury to provide \$125,000 in financial support to help fund the Pinewood Road Water Line Overlay Project.

The Board reviewed Pay Estimate No. 3 on the Plant B Filter Banks A & B Project.

The Board reviewed Pay Estimate No. 11 on the Meter Replacement Project Phase 2.

The Board reviewed Pay Estimate Nos. 6 and 7 on the Repainting Interior of Tower B & Exterior Tower C Project.

The Board reviewed Pay Estimate Nos. 1 and 2 on the Reproduction of Archived Files Project.

The Board reviewed Invoice No. CPW-1001 from Southern Coatings for completed work to pressure wash Tower A.

The Board reviewed Invoice No. S-INV 83389 from PolyProcessing for delivery of an 8,700 caustic tank at Plant B.

The Board reviewed a proposed plat for water service to Porter's Cove Subdivision Phase 3 located adjacent to Browning Road.

The Board reviewed a proposed plat for water service to Orleans Run Subdivision Phase 5 located off of Orleans Run.

A discussion was held for an employee pay review for fiscal year 2022-2023.

Mr. Tim Aguillard requested a periodic review of internal control policies.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to authorize Meyer & Associates to provide bid specifications and advertisement of labor bids on the Indian Bayou Subdivision Water Line Overlay Project Phase 2. The Motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mrs. Donna DeBarge to authorize the President to execute the Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury to partially fund the Pinewood Road Water Line Overlay Project. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard authorize payment to Meyer & Associates in the amount of \$4,578.00 for Pay Estimate No. 3 on the Plant B Filter Banks A & B Replacement Project. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mrs. Donna DeBarge to authorize payment to Meyer & Associates in the amount of \$1,044.00 for Pay Estimate No. 11 on the Meter Replacement Project. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to authorize payment for the following Pay Estimates On the Repainting Tower B Interior & Tower C Exterior Project.

Pay Estimate No. 6 to Meyer & Associates in the amount of \$2,012.86

Pay Estimate No. 7 to Maguire Iron Inc. in the amount of \$9,000.00

The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mrs. Donna DeBarge to authorize payment for the following Pay Estimates on the Reproduction of Archived Files Project:

Pay Estimate No. 1 to Meyer & Associates in the amount of \$2,026.45

Pay Estimate No. 2 to Blueprint & Copy in the amount of \$352.80

The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to authorize payment to Southern Coatings in the amount of \$9,100 to pressure wash the exterior of Tower A, as represented by Invoice No. CPW-1001. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mrs. Donna DeBarge to authorize payment to PolyProcessing in the amount of \$40,538.80 for a new 8,700 gallon caustic tank, as represented by Invoice No. S-INV 83389. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to allow water service to Porter's Cove Phase 3, contingent upon the installation is in accordance to the Water District's Specifications. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mrs. Donna DeBarge to allow water service to Orleans Run Phase 5, contingent upon the installation is in accordance to the Water District's Specifications.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to approve a 4% employee pay increase for fiscal year 2022-2023.

There being no further business, a motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to adjourn. The motion carried with all yeas and no nays.

Donna DeBarge, Secretary Treasurer of
Water Works District 1, of Ward 1, of
Calcasieu Parish