

## **MINUTES FOR AGENDA MEETING MARCH 14, 2023**

The Board Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for an Agenda Meeting held Tuesday March 14, 2023 at 6:00 p.m. in the Water Works District office located at 265 Parish Road in Moss Bluff.

MEMBERS PRESENT: Glen Franklin, Donna DeBarge, Joshua Thomas, Tim Aguillard,  
And Boo O'Quinn

SUPERINTENDENT: Gerald Hoffpauir

FOREMAN: Grant Avery

Mr. Glen Franklin called the meeting to order. A motion was made by Mr. Boo O'Quinn and seconded by Mrs. Donna DeBarge to accept the Minutes for the Regular Meeting held February 21, 2023 as presented. The motion carried with all yeas.

Mr. Avery informed the Board that the contractor on the Indian Bayou Subdivision Water Line Overlay Project has completed the remaining service installations and removed their equipment from the project. However, the work to complete the final dress-up will be documented on a punch list for required completion before full payment is made.

Mr. Hoffpauir informed the Board that the Water District's website has been updated to include a posted fraud notice from the legislative auditor as required under Louisiana R.S. 24:523.1 and recommended Sexual Harassment Policy.

A discussion was held on an Anti-Harassment Policy.

Mr. Hoffpauir informed the Board that all Water District employees have reviewed the revised Employee Manual and have executed an Acknowledgement of understanding and access to the Manual.

A discussion was held regarding Online Transaction fees. Mr. Boo O'Quinn requested to continue the discussion at the next Regular Meeting.

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

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Joshua Thomas, Secretary Treasurer of  
Water Works District 1, of Ward 1, of  
Calcasieu Parish