

**MINUTES FOR
REGULAR MEETING
APRIL 16, 2024**

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, April 16, 2024 at 7:00 p.m. in the Water Works District office located at 265 Parish Road in Moss Bluff.

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

Acting President Joshua Thomas 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 April 9, 2024 as presented. The motion carried with all yeas.

Mr. Hoffpauir read the Status Report for the month of February 2024. There were 8,774 active accounts.

Mr. Hoffpauir read the Financial Report prepared by Steirman Whitfield & Company for the month of March 2024. The Water District expended 62.32% in Production & Distribution expenses budgeted year to date and 71.95% in General & Administrative expenses year to date.

The Board reviewed a Resolution for authorized signers on all B1 Bank Accounts.

The Board reviewed a Substantial Completion Document for work completed to date by Kaough & Jones Electric Co. Inc. on the Well 5 Generator Project.

The Board reviewed Pay Estimate No. 15 payable to Meyer & Associates on the Pinewood Road Water Line Overlay Project.

The Board reviewed Pay Estimate No. 3 payable to Clerk of Courts on the Plants A & B Sludge Removal Project.

The Board reviewed Pay Estimate No. 7 payable to Meyer & Associates for work completed to date on the Water Treatment Plant C Project.

The Board reviewed Pay Estimate Nos. 2 & 3 on the Service Line Inventory Project.

The Board reviewed the Louisiana Department of Health Safe Drinking Water Invoice for the 4th Quarter of 2023.

A discussion was held on the Trimble GPS Navigation System for documenting asset locations. Mr. Hoffpauir informed the Board that the Water District has requested several GPS System demonstrations in the past but was not pleased with the prolonged acquisition times required to locate a previously marked asset. However, the Water District has scheduled a demonstration with a Trimble representative that offers the latest centimeter accuracy technology with acquisition times of less than 2 minutes.

The Board reviewed a list of Capital Improvements for Fiscal Year 2024-2025 prepared by the Superintendent.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Glen Franklin to accept a Resolution establishing authorized signers on all Water Works District 1's B1 Bank Accounts. 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 the President to execute the Substantial Completion Document for work completed to date by Kaough & Jones Electric on the Well 5 Generator Project. 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 payment to Meyer & Associates in the amount of \$689.04 for work completed to date on the Pinewood Road Water Line Overlay Project, represented by Pay Estimate No. 15. The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Glen Franklin to authorize payment to Clerk of Courts in the amount of \$305.00 for work completed to date on the Plants A & B Sludge Removal Project, represented by Pay Estimate No. 3. 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 Meyer & Associates in the amount of \$394.91 for work completed to date on the Water Treatment Plant C Project, represented by Pay Estimate No. 7. 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 payment on the following Pay Estimates for work completed to date on the Service Line Inventory Project:

Pay Estimate No. 2 to Meyer & Associates in the amount of \$881.53

Pay Estimate No. 3 to Clerk of Court in the amount of \$305.00

The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Glen Franklin to authorize payment to the Louisiana Department of Health in the amount of \$24,974.55 for the 4th Quarter 2023 Safe Drinking Water Fee.

A motion was made by Mr. Glen Franklin and seconded by Mr. Boo O'Quinn to accept the list of Capital Improvements For Fiscal Year 2024-2025 as presented by the Superintendent.

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