

**MINUTES FOR  
REGULAR MEETING  
AUGUST 15, 2023**

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, August 15, 2023 at 7:00 p.m. in the Water Works District office located at 265 Parish Road in Moss Bluff.

MEMBERS PRESENT: Boo O’Quinn, Glen Franklin, Donna DeBarge and Joshua Thomas  
ABSENT: Tim Aguillard  
SUPERINTENDENT: Gerald Hoffpauir  
FOREMAN: Grant Avery  
PROJECT ENGINEER: Wayne Harris  
GUEST: Billy Tullier, Brandon Pelt, and Justin Fountain

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 Agenda Meeting held August 8, 2023 as presented. The motion carried with all yeas. Mr. Hoffpauir read the Status Report for the month of June, 2023. There were 8,775 active accounts.

Mr. Wayne Harris opened the bids for the Plant B Filter Replacement Project. They were as follows:

Contractor	Base Bid	Alternate No. 1	Alternate No. 2
Lemoine Company, LLC	\$3,293,000.00	\$251,000.00	\$34,000.00
R. P. Construction LLC	\$3,190,868.95	\$202,817.00	\$40,607.00
Tullier Services LLC	\$3,150,000.00	\$240,000.00	\$50,000.00
Wharton-Smith, Inc.	\$3,587,000.00	\$237,000.00	\$30,000.00

A discussion was held on the Water Sector Grant for the request to revise the scope of work from the Plant C Project to the Plant B Filter Replacement Project. Mr. Wayne Harris informed the Board that they reviewed the video of the Water Sector Commission’s meeting last Friday and noted that the Commission approved the grant applicants in review, including the one submitted by Water Works District 1. However, the Minutes have not officially been recorded as of yet and there may be additional qualifying issues.

A discussion was held on the Louisiana Department of Health Revolving Loan Fund. Mr. Wayne Harris informed the Board that the General Supplemental section of the Revolving Load Fund offers a low interest rate loan for some municipal projects, depending of available funding and prioritized by the selection of disadvantaged communities with up to \$3,000,000 forgiveness. The loan process can typically take up to a year to meet all the requirements.

The Board reviewed Pay Estimate No. 11 on the Pinewood Road Water Line Overlay Project.

The Board reviewed Pay Estimate No. 13 on the Plant B Filter Replacement Project.

The Board reviewed the invoice for the 2023 2nd Quarter Safe Drinking Water Fee submitted for payment by the Health Department.

A discussion was held to engage an auditor for fiscal year 2023 which will include a review of the Statewide Agreed-Upon Procedures.

Mr. Hoffpauir informed he Board that the Water District has received an executed copy of the Parish's Cooperative Endeavor Agreement for the Meter Replacement Project Phase 2. Requests for reimbursements have been sent to the Police Jury for the Meter Replacement Project Phase 2 and the Indian Bayou Subdivision Water Line Overlay Project Phase 2

The Board reviewed an amendment to the Water Works District 1 Employee Manual to include a provision for Restricted Full Time Employees.

The Board reviewed a letter of request from the Townsley Law Firm.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Boo O'Quinn to accept the lowest qualified bidder on the Plant B Filter Replacement Project, contingent upon the recommendation from Meyer & Associates, subject to final approval of the Calcasieu Parish Police Jury. The motion carried with all yeas and no nays.

A motion was made by Mr. Joshua Thomas and seconded by Mrs. Donna DeBarge to authorize payment to Apek Construction in the amount of \$14,640.02 for work completed to date on the Pinewood Road Water Line Overlay Project, represented by Pay Estimate No. 11. The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Joshua Thomas to authorize payment to Meyer & Associates in the amount of \$44,636.55 for basic engineering services on the Plant B Filer Replacement Project, represented by Pay Estimate No. 13. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Boo O'Quinn to authorize the engagement of Steven DeRouen & Associates CPA Firm as auditor for fiscal year 2022-2023, including the review of Statewide Agreed Upon Procedures. The motion carried with all yeas and no nays.

A motion was made Mr. Joshua Thomas and seconded by Mrs. Donna DeBarge to authorize Meyer & Associates to provide specifications and advertisement of bids for the Service Line Material Inventory Project. The motion carried with all yeas and no nays.

There being no further business, a motion was made by Mr. Joshua Thomas and seconded by Mrs. Donna DeBarge 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