

**MINUTES FOR
REGULAR MEETING
JULY 25, 2023**

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, July 25, 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 Aguiard

FOREMAN: Grant Avery

Mr. Glen Franklin called the meeting to order. A motion was made by Mr. Joshua Thomas and seconded by Mrs. Donna DeBarge to accept the Minutes for the Special Meeting held July 11, 2023 as presented. The motion carried with all yeas. Mr. Avery read the Status Report for the month of May, 2023. There were 8,758 active accounts. Mr. Avery read the Financial Report for the Month of June, 2023 prepared by Steirman Whitfield & Company. The Water District received 142.31% in revenue over expenses at year end.

Mr. Avery presented the material and labor quotes received on the Executive Drive Water Line Relocation Project. They were as follows:

	Material		Labor
Core & Main	\$16,829.00	ACM Development	\$59,407.97
Ferguson Waterworks	\$16,076.24	Blake D. Hines Inc.	\$25,335.00
Southern Pipe & Supply	\$19,714.03	JWD Directional Inc.	\$52,700.00
		MPB Construction LLC	\$34,750.00
		R. D. Spell	\$47,000.00

The Board reviewed Pay Estimate Nos. 9. & 10 on the Pinewood Road Water Line Overlay Project.

The Board reviewed Pay Estimate No. 12 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 advertise for bids and specifications on a new ½ Ton Truck to replace V-7 that was not received from the 2022-2023 fiscal year. A discussion was also held to advertise for bids and specifications on a new 1 Ton Truck to replace V-8.

A discussion was held to purchase a new 61” Scag mower under the Louisiana State Contract.

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 request for water service to Dreamview Estates Subdivision Phase 4 located on Rivers Court off of North Perkins Ferry Road.

The Board reviewed Proposed Budget Amendments for Fiscal Year 2023-2024.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Boo O’Quinn to accept Blake D. Hines Inc. as the lowest qualified bidder for labor in the amount of \$25,335.00 and Ferguson Waterworks as the lowest qualified bidder for material in the amount of \$16,076.24 on the Executive Drive Water Line Relocation Project. The motion carried with all yeas and no nays.

A motion was made by Mr. Joshua Thomas and seconded by Mr. Boo O’Quinn to authorize payment on the following Pay Estimates for work completed to date on the Pinewood Road Waterline Overlay Project:

Pay Estimate No. 9 to Meyer & Associates in the amount of \$377.11.

Pay Estimate No. 10 to Apeck Construction in the amount of \$23,957.70

The motion carried with all yeas and no nays.

A motion was made by Mr. Joshua Thomas and seconded by Mr. Boo O’Quinn to authorize payment to Meyer & Associates in the amount of \$32,375.70 for engineering services on the Plant B Filter Replacement Project, represented by Pay Estimate No. 12. The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O’Quinn and seconded by Mrs. Donna DeBarge to authorize payment to the Health Department in the amount of \$24,960.30 for the 2023 2nd Quarter Safe Drinking Water Fee. The motion carried with all yeas and no nays.

A motion was made Mrs. Donna DeBarge and seconded by Mr. Joshua Thomas to cancel the order for a new ½ Ton Truck from Mike Willis Ford in 2022 and authorize the advertisement of bids for a new ½ Ton Truck and a new 1 Ton Truck with 30-day maximum deliveries. The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O’Quinn and seconded by Mrs. Donna DeBarge to authorize the purchase of a new 61” Scag Mower in the amount of \$13,883.00 off of the Louisiana State Contract.

A motion was made by Mr. Joshua Thomas and seconded by Mr. Boo O’Quinn to amend the Water Works District No. 1 Employee Manual to include Restricted Full-Time provisions under Section 3.1.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Boo O’Quinn to allow water service to Dreamview Estates Subdivision Phase 4, contingent upon the installation is in accordance to the Water District’s specifications, which will include looping the water line on Cameron Court with Rivers Court.

A motion was made Mrs. Donna DeBarge and seconded by Mr. Joshua Thomas to accept the Budget Amendments for Fiscal Year 2023-2024.

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.

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