

MINUTES FOR REGULAR MEETING JUNE 20, 2023

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, June 20, 2023 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, 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 Agenda Meeting held June 13, 2023 with noted corrections. The motion carried with all yeas and no nays. Mr. Hoffpauir read the Status Report for the month of April, 2023. There were 8,736 active accounts. Mr. Hoffpauir read the Financial Report for the Month of May, 2023 prepared by Steirman Whitfield & Company. The Water District received 135.65% in revenue over expenses budgeted year to date.

The Board reviewed a Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury for the approval of \$150,000 in Gaming Funds to help finance the Meter Replacement Project Phase 2.

The Board reviewed Pay Estimate No. 2 on the Executive Drive Water Line Relocation Project.

The Board reviewed Invoice 2130-Final from MPB Construction for completion of the Joe Miller Road Water Line Repair Project.

The Board reviewed Pay Estimate Nos. 33 and 34 for final completion of the Indian Bayou Subdivision Water Line Overlay Project.

The Board reviewed Pay Estimate No. 8 on the Pinewood Road Water Line Overlay Project.

The Board reviewed Pay Estimate No. 15 on the Meter Replacement Project.

The Board reviewed Change Order No. 2 on the Meter Replacement Project Phase 2 to adjust actual installed quantities.

A discussion was held on the Bookkeeper's Proposal to reduce work hours in exchange for reduced benefits. Mr. Hoffpauir stated that the Assistant District Attorney requested the Water District obtain a no conflict release from the employee benefits provider and a policy amendment prior accepting an agreement.

The Board reviewed the Budget Amendments for Fiscal Year 2022-2023 proposed by the Superintendent.

The Board reviewed the 2023-2024 Fiscal Year Budget proposed by the Superintendent.

A discussion was held to reschedule the July 18th Regular Meeting due to a conflict.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Tim Aguillard to authorize the President to execute the Cooperative Endeavor Agreement with the Calcasieu Parish Police Jury for financial approval of \$150,000 from Parish Gaming Funds to partially finance the Meter Replacement Project Phase 2. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Joshua Thomas to authorize payment to Meyer & Associates in the amount of \$735.19 for work completed to date on the Executive Drive Water Line Relocation Project, represented by Pay Estimate No. 2. 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 MPB Construction in the amount of \$862.10 for completion of the Joe Miller Water Line Repair Project, represented by Invoice No. 2130-FINAL. 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 on the following Pay Estimates for the Indian Bayou Subdivision Water Line Relocation Project:

Pay Estimate No. 33 to Lake Charles Newsmedia, LLC in the amount of \$40.00

Pay Estimate No. 34 to MPB Construction for final completion in the amount of \$26,393.20

The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Tim Aguillard to authorize payment to Apeck Construction in the amount of \$13,240.20 for work completed to date on the Pinewood Road Water Line Overlay Project, represented by Pay Estimate No. 8. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Boo O'Quinn authorize payment to Core & Main in the amount of \$89,062.00 for completion of labor on the Meter Replacement Project Phase 2, represented by Pay Estimate No. 15. The motion carried with all yeas and no nays.

A motion was made by Mr. Joshua Thomas and seconded by Mr. Tim Aguillard to accept Change Order No. 2 to reconcile installed quantities on the Meter Replacement Project Phase 2. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Boo O'Quinn accept the Bookkeeper's Proposal to reduce hours in exchange for reduced benefits, while still remaining at the current salary, contingent upon the District Attorney's approval. 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 accept the Proposed Budget Amendments for Fiscal Year 2022-2023. 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 accept the Proposed 2023-2024 Fiscal Year Budget as follows:

Gross Income	\$3,747,568	
Operating Expenses	<u>\$2,857,322</u>	
Operating Net Income		\$890,246
Capital Outlay:		
Source of Funds		
Operating Net Income	\$890,246	
Health Department Fund	\$104,832	
Pinewood Rd. Gaming Funds	\$125,000	
American Rescue Plan	\$2,753,400	
Water District Capital Improvements Fund	\$900,000	
Estimated Revenue from Prior Year	<u>\$302,820</u>	
Total Source Income		\$5,076,298
Total Capital Expenditures		<u>\$4,866,806</u>
Projected Fund Balance 6/30/2024		\$209,492

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 reschedule the July 18, 2023 Regular Meeting to July 25, 2023. 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 Mr. Boo O’Quinn 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