

MINUTES FOR REGULAR MEETING MARCH 21, 2023

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, March 21, 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 Mr. Joshua Thomas to accept the Minutes for the Agenda Meeting held March 14, 2023 as presented. The motion carried with all yeas and no nays. Mr. Hoffpauir read the Status Report for the month of January, 2023. There were 8,727 active accounts. Mr. Hoffpauir read the Financial Report for the month of February, 2023 prepared by Steirman Whitfield & Company. The Water District received 91.71% in revenue over expenses budgeted year to date.

Mr. Hoffpauir informed the Board that Ground Storage Tank B was temporarily taken out of service by Utility Services to perform a scheduled washout. The tank was refilled and samples will be sent to the Health Department tomorrow for analysis. The tank is scheduled to be put back into service on Thursday pending clear samples.

The Board reviewed a revised Notice to Proceed Document for Core & Main to begin the Meter Change Out Project on April 17, 2023. The start date on the previous Notice to Proceed Document was delayed due to a conflict because the contractor did not receive the necessary software from CSDC in time as anticipated.

The Board reviewed the Notice to Proceed Document for Apeck Construction to commence work on the Pinewood Road Water Line Overlay Project.

Mr. Hoffpauir informed the Board that the Water Sector Committee has approved of the Water District's request for an extension to submit plans and specifications provided by the engineer on the Plant C Treatment Plant Project. The new deadline is August 1, 2023.

The Board reviewed Invoice PE 1 from MPB Construction for work completed to date on the Joe Miller Road Water Line Repair Project.

The Board reviewed Change Order No. 1 on the Indian Bayou Subdivision Water Line Overlay Project Phase 2 to adjust bid quantities to as built quantities.

The Board reviewed Pay Estimate No. 31 from Meyer & Associates on the Indian Bayou Subdivision Water Line Overlay Project.

The Board reviewed the Substantial Completion Document on the Indian Bayou Subdivision Water Line Overlay Project and the attached Punch List to retain \$10,000 from the contractor until all dress-up work has been completed.

A discussion was held on online transaction fees.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Tim Aguillard to authorize the President to execute the Notice To Proceed Document for Apeck Construction to commence work on the Pinewood Road Water Line Overlay 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 the President to execute the Notice To Proceed Document for Core & Main to commence work on the Meter Change Out 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 to authorize payment to MPB Construction in the amount of \$25,398.90 for work completed to date on the Joe Miller Road Water Line Repair Project, represented by Invoice No. PE 1. 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 accept Change Order No. 1 on the Indian Bayou Subdivision Water Line Overlay Project Phase 2 for reconciliation of bid quantities to as built quantities. The motion carried with all yeas and no nays.

A motion was made by Mr. Joshua Thomas and seconded by Mrs. Donna DeBarge authorize payment to MPB Construction in the amount of \$32,894.80 for work completed to date on the Indian Bayou Subdivision Water Line Overlay Project Phase 2, represented by Pay Estimate No. 31 from Meyer & Associates. 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 President to execute the Substantial Completion on the Indian Bayou Subdivision Water Line Overlay Project Phase 2. 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.

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