

**MINUTES FOR
REGULAR MEETING
MAY 18, 2021**

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday May 18, 2021 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, Joshua Thomas and Tim Aguiard

SUPERINTENDENT: Gerald Hoffpauir

FOREMAN: Grant Avery

Mr. O’Quinn called the meeting to order. A motion was made by Mr. Glen Franklin and seconded by Mrs. Donna DeBarge to accept the Minutes for the Agenda Meeting held May 11, 2021 as presented. The motion carried with all yeas and no nays. Mr. Hoffpauir read the Status Report for the month of March 2021. There were 8,476 active accounts. Mr. Hoffpauir read the Financial Report for the month of April 2021 prepared by Steirman Whitfield & Company. The District received 81.24% in revenue over expenses budgeted year to date.

The Board reviewed a list of completed repairs and pending work required for damages received from Hurricanes Laura and Delta. A total of \$416,547.94 in total reimbursements was received from the insurance company for damages sustained from Hurricanes Laura and Delta.

The Board reviewed a list of projects submitted to FEMA for generator expenses and emergency labor incurred during Hurricanes Laura and Delta. The District has currently received \$58,066.82 in reimbursable expenses.

The Board reviewed Pay Estimate No. 7 from Meyer & Associates for work completed to date on the Meter Change Out Project.

The Board reviewed Pay Estimate No. 20 from Meyer & Associates for work completed to date on the Indian Bayou Subdivision Water Line Overlay Project.

The Board reviewed Contractor’s Pay Estimate No. 11 (Final) from Griner Drilling Service Inc. for completion of the Well No. 8 Project.

The Board reviewed Invoice No. 6833 from Williams Equipment Service for the Champagne Circle Water Line Relocation Project.

A discussion was held on a request from DSLD Homes LLC to be allowed to pay a contractor addition labor fees to install new services that are delayed by the Water District, less the District’s portion of the labor cost collected.

A discussion was held on the District's work flow. Mr. Hoffpauir informed the Board that the increased work load required to maintain service work in the distribution system will require at least one additional employee.

A discussion was held on employee pay reviews for fiscal year 2021-2022. The President requested continued employee discussions at the June 8th Agenda Meeting.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Glen Franklin to authorize payment to Meyer & Associates in the amount of \$208.80 for work completed do date on the Meter Change Out Project, represented by Pay Estimate No. 7. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mr. Joshua Thomas to authorize payment to Meyer & Associates in the amount of \$684.35 for work completed to date on the Indian Bayou Subdivision Water Line Overlay Project, represented by Pay Estimate No. 20. The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mrs. Donna DeBarge to authorize payment to Griner Drilling Service in the amount of \$28,592.60 for completion of the Well No. 8 Project, represented by contractor's Payment No. 11 (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 to Williams Equipment Service LLC in the amount of \$22,654.81 for completion of the Champagne Circle Water Line Relocation Project, referenced by Invoice No. 6833. The motion carried with all yeas and no nays.

A motion was made by Mr. Tim Aguillard and seconded by Mr. Glen Franklin to authorize developers to be allowed to pay an approved contractor additional labor expenses to install service taps that have been extended by District due to weather or other related delays, less the District's labor portion. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Glen Franklin to authorize the superintendent to employ no more than 2 additional servicemen for fiscal year 2021-2022. The motion carried with all yeas and no nays.

A motion was made by Mrs. Donna DeBarge and seconded by Mr. Glen Franklin to authorize a 3% employee pay increase for fiscal year 2021-2022. The motion carried with all yeas and no nays.

There being no further business, a motion was made by Mr. Glen Franklin and seconded by Mrs. Donna DeBarge to adjourn. The motion carried with all yeas and no nays.

Donna DeBarge, Secretary Treasurer of
Water Works District 1, of Ward 1, of
Calcasieu Parish