

MINUTES FOR REGULAR MEETING OCTOBER 17, 2023

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday, October 17, 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, Boo O'Quinn and Tim Aguillard

SUPERINTENDENT: Gerald Hoffpauir

FOREMAN: Grant Avery

Mrs. Donna DeBarge called the meeting to order. A motion was made by Mr. Boo O'Quinn and seconded by Mr. Glen Franklin to accept the Minutes for the Agenda Meeting held October 10, 2023 as presented. The motion carried with all yeas. Mr. Hoffpauir read the Status Report for the month of August, 2023. There were 8,788 active accounts. Mr. Hoffpauir read the Financial Report prepared by Steirman Whitfield & Company for the month of September, 2023. The Water District received 26.20% in revenues over expenses budgeted year to date.

Mr. Hoffpauir informed the Board that the Water District has received both new trucks from the bids received on September 19, 2023. The replaced trucks will be scheduled for sale at the next available auction.

A discussion was held on the Executive Drive Water Line Relocation Project. Mr. Avery informed the Board that the contractor is scheduled to begin fusing pipe tomorrow and anticipates completing the project by next week.

The Board reviewed an invoice from the Health Department for the 3rd Quarter Safe Drinking Water Fee.

The Board reviewed Invoice No. 10703683390 from Dell for a new server.

The Board reviewed Pay Estimate Nos. 8 & 9 on the Well 5 Generator Project.

The Board reviewed the Contract Documents between the Water District and Tullier Services for the Plant B Filter Replacement Project.

A discussion was held on the Plants A & B Sludge Removal Project. Mr. Hoffpauir stated that the decant tanks are required to be emptied of sludge every two years. Therefore, arrangements need to be made for procuring a contractor to remove the accumulated sludge before the end of the year.

Mr. Hoffpauir informed the Board that the Water District did not receive the bond market rates as requested for the meeting.

A discussion was held on the Department of Health's Drinking Water Revolving Loan Fund General – Supplemental to finance the Plant C Water Treatment Plant. Mr. Hoffpauir presented a Resolution for the Board's consideration to apply for a loan application with the Department of Health and stated that a letter of intent will also be required to establish a rating of the Comprehensive Priority List for possible funding.

The Board reviewed a rate study performed by the Louisiana Rural Water Association based on the Water District's 2022 audit. LRWA gave the Water District a sustainability factor of 1.38 which is .23 higher than their recommended sustainability factor of 1.15. Therefore, the LRWA's recommendation to Water Sector for the \$517,500 grant was to waive the Water District's critical asset reserve fund requirement.

The Board reviewed a rate study performed by the Superintendent based on the 2023 audit. The audit reflected a significant increase in operating expenses and a decrease in total revenues from the previous year.

A discussion was held on a request for Parkway Commons Apartments to install 8 master meters for 8 building complexes in lieu of installing individual meters due to limited utility access from the proposed design. The Board reviewed a cost study performed the Superintendent which indicated the Water District would lose revenues from the current commercial rate structure using master meters over a multi-service rate structure.

A discussion was held on election of officers.

A motion was made by Mr. Tim Aguillard and seconded by Mr. Joshua Thomas to authorize payment to the Department of Health in the amount of \$25,045.80 for the 3rd Quarter Safe Drinking Water Fee. The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mr. Boo O'Quinn to authorize payment to Dell in the amount of \$13,689.13 for a new Server, represented by Invoice No. 10703683390. The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mr. Boo O'Quinn to authorize payment to Kaough & Jones in the amount of \$182,137.50 for work completed to date on the Well 5 Generator Project, represented by Pay Estimate No. 10. The motion carried with all yeas and no nays.

A motion was made by Mr. Boo O'Quinn and seconded by Mr. Glen Franklin to authorize the President to execute the Contract Documents between the Water District and the Tullier Services, LLC for the Plant B Filter Replacement Project for the base bid price of \$3,150,000. The motion carried with all yeas and no nays.

A motion was made Mr. Joshua Thomas and seconded by Mr. Tim Aguillard to authorize Meyer & Associates to provide specifications and bid advertisement for the Plants A & B Sludge Removal Project. The motion carried with all yeas and no nays.

A motion was made by Mr. Glen Franklin and seconded by Mr. Boo O'Quinn to authorize the President to execute a Resolution approving Water Works District No. 1 to apply for a loan application with the Louisiana Department of Health & Hospital's Drinking Water Revolving Loan Fund General - Supplemental to finance the Water Treatment Plant C Project. The motion carried with all yeas and no nays.

There being no further business, a motion was made by Mr. Boo O'Quinn and seconded by Mr. Glen Franklin to adjourn. The motion carried with all yeas and no nays

Tim Aguillard , Secretary Treasurer of
Water Works District 1, of Ward 1, of
Calcasieu Parish