

# **MINUTES FOR REGULAR MEETING SEPTEMBER 24, 2024**

The Board of Commissioners of Water Works District 1, of Ward 1, of Calcasieu Parish, met for a Regular meeting held Tuesday September 24, 2024 at 7:00 p.m. in the Water Works District office located at 265 Parish Road in Moss Bluff.

MEMBERS PRESENT: Donna DeBarge, Tim Aguillard, Boo O’Quinn, Glen Franklin and Joshua Thomas  
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 September 17, 2024 as presented. The motion carried with all yeas.

Mr. Hoffpauir read the Status Report for the month of July 2024. The Water District had 8,820 active accounts.

The Board reviewed quotes for labor and material to relocate 200’ of 8” water line within the ditch on You Winn Road that is in conflict with the Parish’s flow line. The quotes are as follows:

	Materials		Labor
Core & Main	\$10,347.58	Blake D. Hines	\$26,800.00
Ferguson Waterworks	\$9,375.12	JWD Directional Inc.	\$21,860.00
Winwater Co.	\$9,870.48	MPB Construction	\$28,995.00

Mr. Hoffpauir informed the Board that Well 4 had begun dropping its production capacity and started pumping sand. Layne Christensen has been notified to pull the pump and complete a visual inspection using a camera down through the well to determine the cause. Preliminary findings of clay particles found in the sand indicates a hole in outer casing. If this is found to be the case, a metal sleeve will be required to be inserted inside the length of the well casing and replacement of a smaller pump rated at the same gpm.

The Board reviewed a proposed policy to identify undocumented service line materials on both sides of the meter during normal operations in order to gather remaining information for the EPA mandated inventory requirement to assess if lead materials exist in the distribution system. Although there is no evidence of lead service line materials on the system or customer’s side of the meter, community water systems are required to inventory the materials that do exist.

The Board reviewed Pay Estimates 22, 23, and 24 for work completed to date on the Plant B Filter Replacement Project.

The Board reviewed Pay Estimate 11 from Meyer & Associates for work completed to date on the Water Treatment Plant C Project.

The Board reviewed Pay Estimate No. 21 from Meyer & Associates for work completed to date on the Well 5 Generator Project.

A discussion was held on ¾” and 1” Tap Fees. The Board reviewed a cost study of rising materials and labor rates comparable to the previous fees established in 2021.

A discussion was held to elect officers effective October 2024.

A motion was made by Mr. Joshua Thomas and seconded by Mr. Tim Aguillard to accept the quote for materials from Ferguson Waterworks’ in the amount of \$9,375.12 and the labor quote from JWD Directional Inc. in the amount of \$21,860 as the lowest qualified quotes on the You Winn Road Water Line Relocation Project. 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 make the necessary repairs to Well No. 8. 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 accept the Policy For Service Line Identifications to identify undocumented service line materials on the system and customer’s side of the meter during opportunities of normal operations. 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 on the following Pay Estimates for work completed to date on the Plant B Filter Replacement Project.

Pay Estimate No. 22 to Meyer & Associates in the amount of \$285.56

Pay Estimate No. 23 to Blueprint & Copy in the amount of \$487.44

Pay Estimate No. 24 to Tullier Services LLC in the amount of \$1,334,371.41

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 Meyer & Associates in the amount of \$269.70 for work completed to date on the Treatment Plant C Project, represented by Pay Estimate No. 11. The motion carried with all yeas and no nays.

A motion was made by Mr. Joshua Thomas and seconded by Mr. Tim Aguillard to authorize payment to Meyer & Associates in the amount of \$208.80 for work completed to date on the Well 5 Generator Project, represented by Pay Estimate No. 21. 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 accept a Resolution to increase Tap Fees to \$1,800.00 for ¾” services and \$3,000.00 for 1” services, effective November 1, 2024. 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 elect the following officers:

President: Joshua Thomas

Vice President: Tim Aguillard

Secretary/Treasurer: Boo O'Quinn

The motion carried with all yeas and no nays.

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

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