

**SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
DECEMBER 12, 2024**

The Southeast Waterworks District No. 2 Board of Commissioners of the Parish of Vermilion, State of Louisiana, met for a regular meeting at its meeting place, the Conference Room of the Southeast Waterworks District No. 2 Building, 417 Trahan Street, Abbeville, Louisiana, Thursday, December 12, 2024, at 11:00 a.m.

Present: Clint Dugas, Chairman; Kelly Richard, Secretary; Susan Wilhelm, Commissioner; Sandy Richard, Commissioner; and Roland Brailey, Commissioner.

Absent: Shelby Bernard, Vice Chairman.

Personnel: Susan Lemaire, Office Manager; and James Brasseaux, Plant Manager.

Guest: Todd Vincent, Engineer, Sellers and Associates; and Ronnie Melebeck, Attorney.

The meeting was called to order by Clint Dugas, Chairman.

The reading of the Minutes of the Board of Directors on November 14, 2024, was waived. On motion by Susan Wilhelm, seconded by Sandy Richard, and carried, the Minutes were approved as distributed.

Todd Vincent, Engineer with Sellers and Associates, Inc presented the Engineer's Report.

- Bids were opened for the Water Sector Program Road Extension. One bid was submitted and one bidder showed up a few minutes late. The bid submitted by JWD Directional Inc came in at \$88,400.00. Estimates were for \$75,000.
- Received letter from Office of Community Development approving for the advertisement of the opening bids for the water plant improvements for the Water Sector Program.

On motion by Susan Wilhelm, seconded by Sandy Richard, and carried, to accept the bid for the Water Sector Program water line extension along Faith, Spirit, and Hope Roads from JWD Directional, Inc. for \$88,400.00.

On motion by Susan Wilhelm, seconded by Sandy Richard, and carried, for Sellers and Associates, Inc to advertise for bids on the Water Treatment Plant Improvements for the Water Sector Program. Kelly Richard abstained.

Susan Lemaire presented the business reports:

- Presented bills to be paid and auto drafted expenses for November 2024.
- Disconnected meters.
- Meters installed.
- 2025 Proposed Meeting Dates.

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On motion by Kelly Richard, seconded by Roland Brailey, and carried, to pay the November 2024 bills and the Water Sector Program expenses as presented and approve the auto drafted bills and online payments. Kelly Richard abstained.

On motion by Susan Wilhelm, seconded by Sandy Richard, and carried to approve the 2025 Meeting Dates as presented (Second Thursday of the month).

James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report. All are normal.
- Plant: Check valves for Service pumps #2 and #3 are starting to wear. Waiting for quote from APT to rebuild. Expecting an estimate of about \$2,000 each.
- Generator: Burnt out. Approximately \$25,000 to repair. The rental unit has been installed until a permanent solution is decided. \$382/day rental cost. Axis labor for trouble shooting generator and installation of rental came out to \$595.00. Checking on solution for generator with WSP funds if possible. Hoping to be able to bid out the generator part of the job independently. If the WSP option fails, then purchase of new generator or repair of existing unit will be with SLA Funds. Axis quote for new generator is \$117,675.16.
- Discussion concerning Holiday Schedule for 2025. Christmas and New Years Day are on Thursday. Discussion of taking the Holiday and the day after for both days (Thursday and Friday) instead of Holiday Eve and the Holiday. The Board had no objection to making the Holiday schedule to be Christmas Day, Day after Christmas, New Year's Day, and Day after New Years.

On motion by Kelly Richard, seconded by Sandy Richard, and carried to go into Executive Session.

There being no further business to come before the Meeting Body, a motion by Susan Wilhelm, seconded by Roland Brailey, and carried, to adjourn the meeting at 12:10 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

