

**SOUTHEAST WATERWORKS DISTRICT NO. 2**  
**VERMILION PARISH, LOUISIANA**  
**BOARD OF COMMISSIONERS, REGULAR MEETING**  
**DECEMBER 8, 2022**

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 8, 2022, at 4:00 p.m.

Present: Clint Dugas, Chairman; Byron Perry, Vice Chairman; Kelly Richard, Secretary; Susan Wilhelm, Commissioner; and Shelby Bernard, Commissioner.

Absent: Sandy Richard, Commissioner.

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

Guests: Todd Vincent and Stephanie Briggs, engineers with Sellers and Associates, Inc.

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

The reading of the Minutes of the Board of Directors on November 17, 2022 was waived. On motion by Shelby Bernard, seconded by Byron Perry, and carried, the minutes were approved as distributed.

Susan Lemaire presented the business reports.

- Presented bills to be paid for November 2022.
- Disconnected meters.
- Meters installed.
- 2023 Board Meeting Dates.
- Termination authorization with Forte and Bancard for credit card payments.

On motion by Susan Wilhelm, seconded by Shelby Bernard, and carried to pay the November 2022 bills as presented and approve the auto drafted bills.

On motion by Byron Perry, seconded by Shelby Bernard, and carried to accept the 2023 Board Meeting Dates as presented.

On motion by Byron Perry, seconded by Susan Wilhelm, and carried to authorize Clint Dugas and Kelly Richard to sign termination documents with Forte and Bancard for credit card payments.

James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report.

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- Failing check valve on high service pump #1. APT is waiting on parts to rebuild. Pump is currently off and isolated until the repair is made.
- Discussion of the new grading system on water plants. Currently working on the requirements.

On motion by Susan Wilhelm, seconded by Byron Perry, and carried to go into Executive Session.

On motion by Byron Perry, seconded by Susan Wilhelm, and carried to end Executive Session.

There being no further business to come before the Meeting Body, a motion by Byron Perry, seconded by Shelby Bernard, and carried, to adjourn the meeting at 5:00 p.m.

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Kelly Richard, Secretary

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Clint F Dugas, Chairman

