

SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
FEBRUARY 8, 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, February 8, 2024, at 4:00 p.m.

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

Absent: Sandy Richard, Commissioner.

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

Guests: Hardy Andrews, Attorney with Foley & Judell; Stephanie Briggs, Engineer with Sellers & Associates; and Ben Rivera, Thomson, Smith, & Leach Insurance.

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

The reading of the Minutes of the Board of Directors on January 11, 2024, was waived. On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried, the Minutes were approved as distributed.

Hardy Andrews, Bond Attorney with Foley & Judell, presented to the Board the Resolution for issuance of the \$1,530,000 Water Revenue Bond. Discussion followed. 25% of the loan will be issued by LPFA at half the rate of the bank.

On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried, to adopt and authorize Clint Dugas and Kelly Richard to sign the Resolution and Exhibit for issuance of \$1,530,000 Water Revenue Bonds in conjunction with the Water Sector Program.

Stephanie Briggs, Engineer with Sellers & Associates, presented the Engineering Report. The Water Sector Plans are due March 20, 2024, which they are currently working on. A new boring soil test for the water storage tank will need to be done on the front of the property. The cost will be \$3,500.

On motion by Susan Wilhelm, seconded by Shelby Bernard, and carried, to authorize Sellers and Associates to do bore soil testing for the new water storage tank towards the front of the property.

Susan Lemaire presented the business reports:

- Presented bills to be paid and auto drafted expenses for January 2024.
- Disconnected meters.
- Meters installed.

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- Amended Fourth Quarter Budget compared to actual Income and Expenses.
- New Southeast Waterworks Open Meeting Policy. Discussion.
- January Freeze Discussion.

On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried to pay the January 2024 bills as presented and approve the auto drafted bills and online payments.

On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried to approve the amended Fourth Quarter Budget to actual Income and Expenses.

On motion by Kelly Richard, seconded by Shelby Bernard, and carried to approve the Southeast Waterworks Open Meeting Policy as presented.

On motion by Kelly Richard, seconded by Roland Brailey, and carried to approve the increase of the Plant Manager's spending limit to \$1,500 (outside of normal plant purchase such as salt, chemicals, etc.).

On motion by Susan Wilhelm, seconded by Roland Brailey, and carried to declare Disaster Emergency for the January Freeze and process emergency pay.

James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report. All are normal.
- Hard Freeze and Boil Advisory:
 - Auto Flushers were pulled for the freeze to prevent damage.
 - Ground Storage Tanks level indicator discrepancy after the freeze. Waiting on Andy Toups to check issue. Adjusted cut off level in the meantime to account for difference. It was sending out a false high-level alarm through Missions.
 - Generator operational after failure during freeze.
 - Magnetic sensor replaced on January 17.
 - Full service performed on January 19 (oil, filters, belts, pressure washed radiator.
 - Fuel polished on bulk and day tank on January 19. No water and minimal sediment or trash.
 - The load test was done on January 19 and passed.
 - On SE Water generator power January 15 around 6 p.m. until January 16 at 6:30 p.m. when the generator failure occurred. On Axis generator January 17 at 2:00 a.m. We were able to use line power sometimes during this period. Axis picked up their generator on January 20. We went back to SE Water's generator on January 19 at 9:30 p.m.
 - Boil water advisory from January 17 to January 23 for low pressure. Boil water advisory was cleared after the first round of testing.
- Received the results of resampling for EPA-UCMR5 testing. The lithium levels were slightly lower than the initial testing.
- The new laptop has been set up for the east side meter reads.



On motion by Susan Wilhelm, seconded by Shelby Bernard, and carried to go into Executive Session.

On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried to return to the Regular Meeting.

On motion by Susan Wilhelm, seconded by Roland Brailey, and carried to use Personal Time Off (sick leave, vacation, personal days) for all illnesses unless there is a Declared Pandemic by the CDC.

There being no further business to come before the Meeting Body, a motion by Susan Wilhelm, seconded by Shelby Bernard, and carried, to adjourn the meeting at 6:00 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

