

SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
JANUARY 12, 2023

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, January 12, 2023, at 4:00 p.m.

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

Absent: Byron Perry, Vice Chairman and Sandy Richard, Commissioner.

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

Guests: Stephanie Briggs, engineer with Sellers and Associates, Inc. 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 December 8, 2022 was waived. On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried, the minutes were approved as distributed.

The Election of Officers were held.

- The floor was opened for nominations for Chairman of the Board. Susan Wilhelm nominated Clint Dugas. There being no further nominations, the motion was seconded by Kelly Richard, and carried, to elect Clint Dugas as Chairman and authorize him to sign checks.
- The floor was opened for nominations for Vice Chairman of the Board. Kelly Richard nominated Shelby Bernard. There being no further nominations, the motion was seconded by Susan Wilhelm, and carried to elect Shelby Bernard as Vice Chairman and authorize him to sign checks.
- The floor was opened for nominations for Secretary of the Board. Shelby Bernard nominated Kelly Richard. There being no further nominations, the motion was seconded by Susan Wilhelm, and carried to elect Kelly Richard as Secretary and authorize him to sign checks.

Clint Dugas, Chairman of the Board, thanked all employees for the hard work they put forth for the December freeze.

Stephanie Briggs, engineer with Sellers and Associates, Inc presented the Engineers Report:

- No updates on the WSP.

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- LDH will be having a new program during the next four years. Loans will be available for up to \$3 million with 49% forgiveness. More details to come.

Susan Lemaire presented the business reports.

- Presented bills to be paid for December 2022.
- Disconnected meters.
- Meters installed.
- Present Fourth Quarter Budget and Actual Income and Expenses.
- Municipal Funds will be maturing in February at Edward Jones.

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

On motion by Kelly Richard, seconded by Susan Wilhelm, and carried to adjust the Fourth Quarter Budget and Actual Income and Expenses.

On motion by Susan Wilhelm, seconded by Shelby Bernard, and carried to take the Municipal Bonds maturing at Edward Jones and invest in a CD at Gulf Coast Bank for one year.

James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report.
- Failing check valve on high service pump #1. APT is still 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. Submitted documents. Extra points are granted for Continuing Education training for Board Members and Employees.
- Shane Stelly was at an 8-hour operator training today in Jeanerette.
- Freeze Information: No problems with the plant. Wrapped wells, valves, and as much exposed plumbing as necessary at the plant. Saturday, December 24, when the pipes started thawing out, had to pinch down hard on the distribution. Called in both Ryan and Shane to check the area for properties with leaks. They also checked our sample points. We never stopped producing or distributing water. All the problems were customer related.
- Discussion about comp time worked during emergencies such as freeze, hurricanes, etc. Is it considered straight time or overtime? Can it be paid out? Ryan had 13.5 hours, Shane had 3 hours, and James had 60.5 hours (3 overnights). Total combined time is 77 hours from December 22 to December 26. The Board would like to see how the VPPJ handles this situation. Discussion will follow at the February Meeting.

There being no further business to come before the Meeting Body, a motion by Shelby Bernard, seconded by Susan Wilhelm, and carried, to adjourn the meeting at 5:40 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

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