

SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
JULY 10, 2025

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 July 10, 2025, at 4:00 p.m.

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

Absent: None.

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

Guests: Stephanie Briggs, Engineer, Sellers & Associates, Inc.

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

The reading of the Minutes of the Board of Directors on June 12, 2025, was waived. On motion by Shelby Bernard, seconded by Ricky Cormier, and carried, the Minutes were approved as distributed.

Stephanie Briggs presented the Engineering Report:

- Contract A-Water Treatment Plant Improvements: A pre-construction meeting was held on Tuesday, June 24, 2025. Frisco has submitted a materials list which will be reviewed.
- Contract B-Road Improvements: The lien period expired on June 24, 2025. We have requested a lien certificate to release the retainage to close out the project.
- Contract C-Generator: The project is complete. The lien period will expire on July 29, 2025. A lien certificate will be ordered to release the retainage.

Susan Lemaire presented the business reports:

- Presented bills to be paid and auto drafted expenses for June 2025.
- Disconnected meters.
- Meters installed.
- Second Quarter Budget compared to Actual Expenses and Income.
- Discussion about applicants for Office Manager. It was decided that a Special Meeting will be held on Monday, July 28, 2025, at 4:00 to interview potential candidates. Any Board Member wishing to attend the meeting, is welcomed.

On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried, to pay the June 2025 bills and the Water Sector Program bills as presented and approve the auto drafted bills and online payments. Kelly Richard abstained.

On motion by Shelby Bernard, second by Roland Brailey, and carried to amend the Second Quarter Budget to the Income and Expenses.

James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report. All are normal.
- Plant:

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- Check valve for service pump #3 has been rebuilt and is back in service. Service pump #2 will be next.
 - No problems with generator since the issue on June 9, 2025.
- S & L Services, LLC are increasing their prices.

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 5:25 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

