

**SOUTHEAST WATERWORKS DISTRICT NO. 2**  
**VERMILION PARISH, LOUISIANA**  
**BOARD OF COMMISSIONERS, REGULAR MEETING**  
**JUNE 11, 2020**

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, June 11, 2020, at 4:00 p.m.

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

Absent: Kelly Richard, Secretary

Personnel: Tony Richard, Plant Manager; Jeremy Touchet, Operator; Scott Ramke, Operator in Training; Susan Lemaire, Office Manager; and Kim Lewis, Billing Clerk.

Also Present: Matthew Margaglio, CPA; Stephanie Briggs, Engineer; 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 March 12, 2020 was waived. On motion by Sandy Richard, seconded by Shelby Bernard and carried, the minutes were approved as distributed.

Matthew Margaglio, CPA with Kolder, Slaven, & Company, LLC presented the 2019 Audit and the State Agreed Upon Procedures.

On motion by Byron Perry, seconded by Shelby Bernard and carried, the 2019 Audit and State Agreed Upon Procedures were accepted as presented by Kolder, Slaven, & Company, LLC.

Susan Lemaire and Kim Lewis presented the business reports.

- Presented bills to be paid from April, May, and June.
- Presented Past Due Accounts and Disconnected Accounts.
- Presented the Amended First Quarter Budget to Actual Expenses and Income.
- Discussion of resuming Late Charges and Disconnects concerning COVID-19.
- Fiscal Agent.
- Discussion on letter from Dane Hebert, President of the Vermilion Parish Police Jury.

On motion by Sandy Richard, seconded by Byron Perry, and carried, to pay all bills accrued to date as presented for April, May, and June.

“This institution is an equal opportunity provider and employer.”



On motion by Sandy Richard, seconded by Byron Perry, and carried, to accept the Amended First Quarter Budget to Actual Expenses and Income.

On motion by Byron Perry, seconded by Shelby Bernard, and carried, to resume charging Late Charges and Disconnects that were suspended due to COVID-19. Those customers with high bills can be offered a deferred payment plan up to six months if requested.

On motion by Sandy Richard, seconded by Shelby Bernard, and carried, to accept the Fiscal Agent bid from Gulf Coast Bank.

On motion by Shelby Bernard, seconded by Byron Perry, and carried, to send a response to Dane Hebert, President of the Vermilion Parish Police Jury.

Jeremy Touchet presented the Manager's Report:

- Presented the Plant Report and Auto Flushers Report.
- CWEF Grant: Discuss installation of a ten inch isolation valve at the end of Jacquelyn and a four inch isolation valve on South Henry.
- Discussion of ongoing talks with Master Meter about 155 bad meters being replaced.
- Discussion of purchase of F-250 truck to replace 2013 Dodge. To be paid thru Short Lived Assets Account.
- Discussion of plant building repairs to be paid from Short Lived Assets Account.
- LRWA Conference in July has been cancelled due to COVID-19. Scott will be rescheduled to attend when class and testing is offered.

On motion by Byron Perry, seconded by Sandy Richard, and carried, to install isolation valves at Jacquelyn and South Henry to be repaid with the CWEF Grant.

On motion by Shelby Bernard, seconded by Susan Wilhelm, and carried, to have plant building repairs done for the price of \$7,840.00 for labor and material. Funds will come from the Short Lived Assets Account.

There being no further business to come before the Meeting Body, a motion by Byron Perry, seconded by Sandra Richard, and carried, to adjourn the meeting at 5:15 p.m.

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Kelly Richard, Secretary

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Clint F Dugas, Chairman

