

**SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
OCTOBER 14, 2021**

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, October 14, 2021, at 4:00 p.m.

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

Absent: Susan Wilhelm, Commissioner; and Sandy Richard, Commissioner.

Personnel: Susan Lemaire, Shane Stelly, and Tony Richard.

Also Present: Stephanie Briggs, 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 September 9, 2021 was waived. On motion by Kelly Richard, seconded by Shelby Bernard and carried, the minutes were approved as distributed.

On motion by Kelly Richard, seconded by Byron Perry and carried, the minutes from the Executive Session on September 9, 2021 were approved.

Stephanie Briggs presented the Engineers Report:

- Shoots Road Extension:
 - Construction is 100% complete. Recommend approval of CCO#1 to adjust contract quantities to as-built quantities which decreases the contract by \$1,178.00 for a final contract price of \$21,952.00.
 - Recommend approval of PPE#1 in the amount of \$19,756.80.
 - Recommend adoption of Resolution of Acceptance to accept the work as being complete.
- Water Sector Program Application:
 - Total Estimated Construction Cost of new water well, filter, softener, and chlorine booster station- \$4,000,000.
 - Total Estimated Engineering Cost- \$400,000.
 - VPPJ ARPA Funds: \$937,500.
 - SE Water Contribution options:

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- 25% Match- \$162,500.
- 26% Match (for an additional 3 points) - \$206,500.
- 31% Match (for an additional 6 points) - \$426,500.

On motion by Bryon Perry, seconded by Selby Bernard and carried to accept CCO#1 to adjust contract quantities to as-built for a final contract price of \$21,952.00.

On motion by Byron Perry, seconded by Shelby Bernard and carried to approve payment of \$19,756.80 to RJ Broussard.

On motion by Byron Perry, seconded by Shelby Bernard and carried to adopt Resolution of Acceptance on the Shoots Road work as being complete.

On motion by Byron Perry, seconded by Shelby Bernard and carried to match VPPJ Funds by 31% (estimated \$426,500) for Water Sector Program. Kelly abstained.

Susan Lemaire presented the business reports.

- Presented bills to be paid for September 2021.
- Presented Past Due Account.
- Disconnected meters.
- Meters installed.
- Received the Audit Engagement from Kolder, Slaven, and Company, LLC for the 2022 Audit. The fee estimate for audit is \$10,100. The fee estimate for the Statewide AUP's ranges from \$2,000 to \$5,000.
- General Ledger earned interest is currently separated. CPA indicated that it can all be put into one account if the Board approves. After discussion, it was decided that the interest earned in 2022 could all be put into one General Ledger account number.
- Presented Third Quarter Actual Income and Expenses to Budgeted Income and Expenses Report.
- S & L Services will have a price increase for meter installation effective October 31, 2021. Discussion followed. It was decided that Southeast Water would provide the electronic meter for installations and the fee would be the meter costs plus the installation charge by S & L Services. Example: ¾ inch meter for a short would be \$965 and a bore would be \$1,325.00. Discussed that on State Highway Bores, SE Water requires a one inch tubing for a ¾ inch meter. Tony will call Lance and discuss with him.

On motion by Shelby Bernard, seconded by Byron Perry and carried to pay the September 2021 bills as presented. Kelly abstained.

On motion by Shelby Bernard, seconded by Byron Perry and carried to authorize Clint Dugas to sign engagement letter with Kolder, Slaven, & Company, LLC for the 2022 Audit.

On motion by Byron Perry, seconded by Shelby Bernard and carried to adjust the Budget and Actual Income and Expenses Report.

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Shane Stelly and Tony Richard presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report.
- Unbalance of electrical panel is kicking the well off. Entergy claims it is on Southeast Water's side. Discussion followed. A sub-monitor takes care of any voltage variants. It was decided that an electrical engineer would be referred to Southeast by Sellers and Associates to check the problem and to get with Entergy.
- Shane will be attending school the week of October 18, 2021.
- Domingues Farms hit a fire hydrant with a flusher on Hwy 330. S & L Services had to be called in to repair the damage. After discussion, it was decided that the farmer is to be charged for the expenses incurred for repair.

On motion by Kelly Richard, seconded by Byron Perry and carried to go into Executive Session.

On motion by Shelby Bernard, seconded by Kelly Richard and carried to adjourn the 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 5:55 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

