

SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
OCTOBER 9, 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 October 9, 2025, at 4:00 p.m.

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

Absent: Susan Wilhelm, Commissioner

Personnel: Susan Lemaire, Office Manager, James Brasseaux, Plant Manager, Lauralee Trahan, and Clayton Duhon.

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 of September 11, 2025, was waived. On motion by Kelly Richard, seconded by Shelby Bernard, and carried, the Minutes were approved as distributed.

Stephanie Briggs, presented the Engineering Report:

- Contract A-Water Treatment Plant Improvements: Foundation and Fill progressing. Presented PPE#2 in the amount of \$354,979.85 for payment.

Susan Lemaire presented the business reports:

- Presented bills to be paid and auto drafted expenses for September 2025.
- Disconnected meters.
- Meters installed.
- Third Quarter Actual Budget

On motion by Kelly Richard, seconded by Shelby Bernard, and carried authorization was given to pay the September 2025 bills and the Water Sector Program bills as presented and approve the auto drafted bills and online payments.

On motion by Shelby Bernard, seconded by Kelly Richard, and carried authorization was given to amend the third quarter income and expenses to budget as presented.

On motion by Shelby Bernard, second by Roland Brailey, and ratified effective July 10, 2025, to amend the employee handbook under termination of employee; to revise statement regarding final pay to read: An employee who has been terminated will receive pay for any and all unused vacation time, personal time and comp time. The employee will not be paid for unused sick days.

On motion by Ricky Cormier, second by Shelby Bernard, and carried increase water rates effective January 10, 2026 (water used between November 15, 2025 and December 15th 2025) bill to residential rates \$20.25 for the first 2,000 gallons and \$7.55 per 1,000 gallons after , commercial rates \$55.65 for the first 5,000 gallons and \$9.65 per 1,000 gallons after.



James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report. All are normal.
- Plant: Water Sector Project, setting up meeting with Entergy on service upgrade.
Lead and Copper Samples have been shipped to lab, still awaiting results.
Failed Gate Valve on pump#2- Must shut down plant. Will try to hold off until tie in of storage tank.
- Employee Info: New hire Clayton Duhon effective 10/14/2025.

On motion by Kelly Richard, second by Roland Brailey, and carried approval of new operator hire, Clayton Duhon.

There being no further business to come before the Meeting Body, a motion by Shelby Bernard, seconded by Kelly Richard, and carried, to adjourn the meeting at 5:00 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

