

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, December 21, 2021 at 7:00 pm at their Administration office on Carter Drive in Denham Springs, La.

Chairman John Easterly opened the public hearing for the discussion of the Amended 2021 financial budget and the proposed 2022 financial budget.  
There was no public or comments on the budget proposals as advertised.  
Chairman closed the public hearing at 7:05 pm.

Chairman John Easterly opened the regular meeting  
Present – J.Easterly, S.Westmoreland, S.Spillman, J.McCoy, J.Martone, S.Ball  
Absent –David Strickland  
Guests - Agnes Killcrease, Administrative Director  
Barry LeJuene, Manager  
Roy Waggenpack, Toby Fruge of Owen & White  
Legal Counsel, Colt Fore  
Employee, James Wilson

Motion to accept the minutes from regular meeting held on November 16, 2021, as mailed with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-6 Nays-none Absent-David Strickland

There were no public comments so the Chairman moved to the next agenda item.

Legal Counsel stated that he is reviewing equipment specifications for assembly of public bid compliance.  
He noted that the Legal Counsel fee will increase to \$200 per hour as of January 1, 2022 and noted that an increase has not been requested for many years on previous billings.

Engineer, Roy Waggenpack, reported on the work on contract 21-1475-14 (Sims Road). He stated that this project is going well and will be concluding after the holidays. He recommended to disburse funds for application #1 in the amount of \$75,321.

Motion to approve application #1 payment on contract 21-1475-14 for the Sims Road waterline replacement as recommended by Engineer in the amount of \$75,321 with no public comment by S.Westmoreland seconded by S.Spillman Vote passed Yeas-6 Nays-none Absent-David Strickland

Engineer stated that no pay applications have been received on the Vincent Place project to date, but the work is ongoing.

Administrative Director reported on the Accounts Receivable customer analysis for the past month, noting that there were 8 customers with balances greater than \$1000. Board discussed and directed staff to enforce official collection action on these eight accounts at this time. She stated that the billing operations are now up to date for all customers.

Administrative Director reported that the new phone system is performing well. She also stated that the meter reading contractor's work is lagging. Jimmy McCoy recommended to research options to correct.

She presented pay request #47 for \$21,846.16 (Owen & White invoice) for reimbursement from DWRL funds on the 2019 system expansion project.

Motion to approve application #47 on contract 19-1475-23 in the amount of \$21,846.16 to Owen & White from the DWRL funds as recommended by Engineer with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-6 Nays-none Absent-David Strickland

Motion to adopt the 2021 Louisiana Compliance Questionnaire as presented with no public comment by J.McCoy seconded by S.Ball Vote passed Yeas-6 Nays-none Absent-David Strickland

Administrative Director led discussion on the needs for a new printer which is listed on state bid contract 4400011613 for \$22,440.00. Board discussed options. She also led discussion on the three quoted for camera and GPS systems for vehicles. Discussion was made on the differences from the three quotes (different type cameras, etc.) and it was stated that HD Fleet quoted for dual facing camera system with a two year contract. Board members consensus that this type vehicle camera was more favorable.

Motion to purchase from HD Fleet a dual facing camera and GPS system for 16 units under two year contract option with no public comment by J.McCoy seconded by J.Martone Vote passed Yeas-6 Nays-none Absent-David Strickland

Board made discussion on the three quotes for facility security camera system.

Motion to award as per the low quote from Matrix-It Services LLC in the amount of \$14,624.58, the purchase of 35 cameras and system for Administrative Office and Maintenance Building areas with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-6 Nays-none Absent-David Strickland

Manager, Barry LeJuene, reported on the monthly customer update, noting that a total increase of 17 customers was realized thru November (year to date +625) resulting in a total customer count of 23,208.

He reported that there were two responsive bidders on the six month supply bids as previously advertised.

Motion to accept the two responsive official bids for plumbing supplies as previously advertised for a six month period ended 6-30-22 as presented by Manager with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas-6 Nays-none Absent-David Strickland

Manager reported on discussion and research with Fire Protection District fire suppression systems as requested by Parish officials. Engineer presented a map of the District's system with pressure statistics for discussion on the fire suppression subject. He explained the history of the Ward Two Water System's development as a rural water system versus a fire fighting system. He noted fire rating specifications and the estimated costs to provide a fire suppression system. He provided an example of the Foxglove Subdivision system. He discussed the goals of the Parish for a fire fighting system versus the water supply to residential units. He noted that new chlorine standards are mandated to be maintained by the District and the difficulty to do so under a fire fighting system. Board discussed factors of a hydrant system and the Fire District responsibility and philosophy. It was noted that future discussion with Parish representatives will be made.

A Financial report was presented by the Administrative Secretary for the month of November 2021, and a comparison of the period of operations and budget was given to the Board of Commissioners.

Motion to adopt the Amended 2021 financial budget as previously advertised, presented, and discussed in previous public hearing with no public comment by S.Ball seconded by J.McCoy Vote passed Yeas-6 Nays-none Absent-David Strickland

Motion to adopt the 2022 financial budget as previously advertised, presented, and discussed in previous public hearing with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-6 Nays-none Absent-David Strickland

Motion to accept the financial report as presented with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas-6 Nays-none Absent-David Strickland

Under board comments, John Easterly presented Jimmy McCoy a 5 year service award and Shyrl Westmoreland a 15 year service award. The board thanked them for their service.

He also questioned if any fire hydrant maintenance action had been accomplished since last year's discussion. Manager noted that more action was needed to complete the hydrant maintenance tasks. He also stated that 95 taps are pending and that the contractor will be assisting in early January on the backlog.

Motion to approve the bills as presented with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-6 Nays-none Absent-David Strickland

Motion to approve the construction bills as presented for Loan #1063039-05 (2019 series) with no public comment by S.Ball seconded by S.Westmoreland Vote passed Yeas-6 Nays-none Absent-David Strickland

Motion to adjourn the meeting with no public comment by J.McCoy seconded by  
J.Martone Vote passed Yeas-6 Nays-none Absent-David Strickland



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Randall Smith Administrative Secretary

**Next meeting will be held on Tuesday, January 18, 2022 at 7 PM**