

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, April 20, 2021 at 7:00 pm at their Administration office on Carter Drive in Denham Springs, La.

The meeting was called to order by President John Easterly
Present – J. Easterly, S. Westmoreland, S. Spillman, J. McCoy
Absent – S. Ball
Guest – Toby Fruge', Owen and White
Barry LeJeune, Manager
Agnes Killcrease, Office Manager

Under public input, there were no comments so Chairman proceeded to next agenda item.

Motion to accept the minutes from March 16, 2021 regular monthly meeting as mailed with no public comment by J. McCoy seconded by S. Spillman Vote passed Yeas-4 Nays-none Absent-S. Ball.

Colt Fore, Legal Counsel reported that he had discussions with Office Manager concerning employee filing for disability while on Workers' Comp. Legal Counsel advised that as long as employee is on Workers' Comp or until Workers' Comp settles they should remain as an employee.

Engineer, Toby Fruge' reported that the Vincent Place waterline replacement Contract #21-1475-06 bids have been received. He noted that the bids came in under budget and the Low bidder was Spinks Construction. It was his recommendation to award the contract to Spinks Construction in the amount of \$383,930.00, pending approval from Drinking Water Revolving Loan Fund.

Motion to award the Vincent Place waterline contract #21-1475-06 to Spinks Construction pending approval of the Drinking Water revolving Loan Fund with no public comment by S. Spillman seconded by J. McCoy Vote passed Yeas-4 Nays-none Absent-S. Ball.

Motion to allow Barry LeJeune, General Manager to sign the Notice of Award once we receive a letter of approval from Drinking Water Revolving Loan Fund with no public comment by J. McCoy seconded by S. Spillman Vote passed Yeas-4 Nays-none Absent-S. Ball.

Administrative Director summarized the Accounts Receivable aging report and noted that 529 customers owed greater than \$20.00 on their billing statement this was down by 441 from last month. She stated that only 4 have a past due balance in excess of \$1,000.00. Agnes presented pay request #5, in the amount of \$21,092.02 for the 2019 Water System Expansion revolving loan fund #1063039-05.

Motion to approve application #5 in the amount of \$21,092.02 for the Drinking Water Revolving Loan Fund #1063039-05 for the 2019 Water System Expansion as recommended by the Administrative Director with no public comment by J. McCoy seconded by S. Westmoreland Vote passed Yeas-4 Nays-none Absent-S. Ball.

General Manager, Barry LeJeune, reported on the monthly customer update, noting that a total gain of 80 meters for the month of March and a gain of 115 meters for the 2021 year to date.

Motion to advertise for 6 month supply bids with no public comment by S. Spillman seconded by J. McCoy Vote passed Yeas-4 Nays-none Absent-S. Ball.

A financial report was presented for the month of March 2021, and a comparison of the period of operations and budget was given to the Board of Commissioners.

Board of Commissioners Personnel Committee Reported on the following items.

- 1) Discussion on whether or not to continue taking temperatures on entering the Administration and Maintenance Buildings of Ward Two Water District. Consensus of the Board was that we no longer had to take temperatures of employees or customers. However, this would be a management discretion on if someone looked sick, coughing or showing any other symptoms of cold, flu or virus. In addition but not limited to if someone tested positive for the COVID-19 we must take their temperature before they return to work.
- 2) Personnel Committee reported from March 16, 2021 discussion on possibly going to 4 ten hour days. Consensus on Board after lengthy discussion was not to go to 4 ten hours days. Ward Two Water District will continue to work five days a week.

Motion to approve the bills as presented with no public comment by J. McCoy seconded by S. Westmoreland Vote passed Yeas-4 Nays-none Absent-S. Ball.

Motion to approve the bills of the 2011 Construction Fund with no public comment by j. McCoy seconded by S. Spillman Vote Passed Yeas-4 Nays-none Absent-S. Ball.

Motion to adjourn the meeting with no public comment by J. McCoy seconded by S. Spillman Vote passed Yeas-4 Nays-none Absent-S. Ball.



Randall Smith Administrative Secretary

Next meeting will be held on Tuesday, May 18, 2021