

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, January 15, 2019 at 7:00 pm at their Administration office on Carter Drive in Denham Springs, La.

The meeting was called to order by President Ted Graham

Present – T. Graham, J.McCoy, S. Westmoreland, J.Easterly, S.Spillman

Absent -none

Guests - Agnes Killcrease, Office Manager
Barry LeJuene, Manager
Roy Waggenpack, Owen & White
one employee of the District

Motion to accept the minutes from December 18, 2018 as mailed with no public comment by J.Easterly seconded by S. Westmoreland Vote passed Yeas-5 Nays-none Absent–none

Under public input, no customers were in attendance, therefore Chairman moved to next agenda item.

There was no legal report for the month.

Engineer, Roy Waggenpack, reported that contract 17-1475-06 on the utility re-location for Juban Road is almost complete and that he recommended that a change order in the amount of \$14,992.50 be approved which would complete the project for \$598,255.00. He noted that retainage remaining equals \$29,912.75 and that a regular contract payment request equals \$78,590.00.

Motion to approve a change order on contract 17-1475-06 as recommended by Engineer related to the Juban Road /Highway 190 utility re-location project in the amount of \$14,992.50 with no public comment by J.Easterly seconded by S.Spillman Vote passed Yeas-5 Nays-none Absent-none

Administrative Director, Cookie Killcrease, reported that a citizen's request was received from a citizen for consideration from federal employees due to the government shutdown to waive late fees. Board discussed and agreed to consider deferring late fees once a legal opinion can be received on this subject.

Manager, Barry LeJuene, reported on the monthly customer update, noting that a total decrease of 39 customers was realized for this month (year to date +379) resulting in a total customer count of 20,709.

*Manager noted that the Class 1 sanitary survey by DHH detailed actions to correct deficiencies and he noted that the majority of findings were not significant but that a fence at the Amite Church Tower site needed replacement or correction. Engineer will compile a letter on behalf of the District to support action points for corrections. (The letter will be a priority item for the Engineer.)

A Financial report was presented by the Administrative Secretary for the month of December 2018, and a comparison of the period of operations and budget was given to the Board of Commissioners.

Under board comments, John Easterly noted that a personnel meeting was held last week and he commented on various items revealed and realized from the meeting with employees and management.

He noted that under the policy of supporting cut off times, an adjustment to policy is needed for staff relief and safety. Board discussed current policies and the consensus was to set a connection time standard for the public. John Easterly recommended to research the details for a policy change and for approval by the board relating to a new cut off policy (schedule, etc.).

John Easterly stated that another personnel committee meeting will be held on 1-17-19 for further discussion of employee issues.

Stanley Spillman commented that a new Legal Counsel needs selecting. Board discussed various options on this selection. Chairman set a special meeting on 1-29-19 for discussion of Legal Counsel selection and to discuss personnel matters.

Jimmy McCoy noted that Entergy's new policy for reading meters establishes the requirement of remote reading with charges to the customer. He requested if a long time review of this option would be a possibility for Ward Two Water. Board discussed past attempts to use electronic meters and costly investment on technology that changes rapidly.

Motion to approve the payment of the bills as presented with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas-5 Nays-none Absent-none

Motion to approve the payment of the construction bills as presented with no public comment by S.Westmoreland seconded by J.Easterly Vote passed Yeas-5 Nays-none Absent-none

Motion to adjourn the meeting with no public comment by J.McCoy seconded by S.Westmoreland Vote passed Yeas-5 Nays-none Absent-none



Randall Smith Administrative Secretary

Next meeting will be held on Tuesday, February 15, 2018 at 7 PM