

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, June 16, 2020 at 7:00 pm at their Administration office on Carter Drive in Denham Springs, La.

Vice Chairman John Easterly opened the regular meeting

Present – S.Westmoreland, J.Easterly, J. McCoy, S.Ball, S.Spillman

Absent -none

Guests - Agnes Killcrease, Office Manager

Barry LeJuene, Manager

Roy Waggenpack, of Owen & White

Several employees of the District

Legal Counsel, Colt Fore

Vice Chairman opened the floor for nominations for the election of officers.

Motion to elect John Easterly as Chairman of the Ward Two Water District with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas-3 Nays-none Absent-none Not Voting-Jimmie McCoy Abstaining-John Easterly

Motion to elect Shyrl Westmoreland as Vice Chairman of the Ward Two Water District with no public comment by S.Spillman seconded by J.Easterly Vote passed Yeas-3 Nays-none Absent-none Not Voting-Jimmie McCoy Abstaining-Shyrl Westmoreland

Motion to elect Stanley Spillman as Secretary of the Ward Two Water District with no public comment by S.Westmoreland seconded by S.Ball Vote passed Yeas-3 Nays-none Absent-none Not Voting-Jimmie McCoy Abstaining-Stanley Spillman

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

Motion to accept the minutes from special meeting held on May 14, 2020, as mailed with no public comment by S.Spillman seconded by S.Ball Vote passed Yeas-4 Nays-none Absent–none Not Voting-Jimmie McCoy

Motion to accept the minutes from special meeting held on June 4, 2020, as mailed with no public comment by S.Ball seconded by S.Spillman Vote passed Yeas-4 Nays-none Absent–none Not Voting-Jimmie McCoy

Legal Counsel, Colt Fore, stated that he had no further legal news to report.

Engineer, Roy Waggenpack recommended to disburse the final pay request for the Stonebridge Project in the amount of \$176,202.45.

He also stated that the Single Acres project is completed along with Stonebridge. He noted that the Juban Road Widening project water lines are in the ground and transferring the old line to the new system is in process.

Engineer recommended approval of change order #2 as provided by the contractor in the amount of \$3,153.04 regarding the Dunn Road Widening Project. He also recommended to disburse payment #4 to the contractor on the Dunn Road Contract.

Motion to approve change order No 2 in the amount of \$3,153.04 on the Juban Road upgrade project contract 19-1475-10 with Allen & Leblanc as recommended by the Engineer with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas-4 Nays-none Absent-none Not Voting-Jimmie McCoy

Motion to approve payment application No 4 in the amount of \$76,182.15 on the Juban Road upgrade project contract 19-1475-10 with Allen & Leblanc as recommended by the Engineer with no public comment by S.Westmoreland seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting-Jimmie McCoy

Motion to approve payment application #1 in the amount of \$176,202.45 on the Stonebridge Improvement project contract 19-1475-12 with Grady Crawford Company as recommended by the Engineer with no public comment by S.Ball seconded by S.Westmoreland Vote passed Yeas-4 Nays-none Absent-none Not Voting-Jimmie McCoy

Engineer discussed the timeliness of awarding the Port Vincent contract 19-1475-23 and the bid opening is to be held on 6-17-2020. He stated that tabulation will be made immediately and the need to push forward the timing on this project.

Motion to award contract 19-1475-23 to the lowest responsible bidder regarding the Port Vincent waterline construction project contingent upon the Engineers' final recommendation from the tabulations performed on 6-17-2020 and to allow Chairman to execute same contract on behalf of the District with no public comment by S.Westmoreland seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting – Jimmie McCoy

Administrative Director recommended adoption of re-budget request #9 from the DWRL funding division. She also noted that the final reimbursement from DWRL on the 2011 series is due totaling \$103,830.28.

Motion to accept Re-Budget Request #9 (DWRL series) as presented with no public comment by S.Westmoreland seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting-Jimmie McCoy

Motion to approve final reimbursement from the DWRL regarding the 2011 bond series as presented in the amount of \$103,830.28 with no public comment by S.Westmoreland seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting-Jimmie McCoy

Administrative Director presented the 2020-2021 Local Service Agreement on billing services with the Livingston Parish Sewer District for adoption.

Motion to approve the 2020-2021 Local Service Agreement between Ward Two Water and Livingston Parish Sewer District regarding billing services for a two year period with no public comment by S.Spillman seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting – Jimmie McCoy

An update on the Accounts Receivable status was given, noting that 1560 customers owe greater than \$20; 314 customers owe greater than \$100; 27 customers owe greater than \$500; and 8 customers owe greater than \$1000. Board consensus agreed to continue to wait before returning to a normal cutoff procedure schedule at this time and consider in July, 2020.

It was also noted that funds from payment request #1 was received from DWRL new bond series.

Manager, Barry LeJuene, reported on the monthly customer update, noting that a total increase of 165 customers was realized for February thru May (year to date +218) resulting in a total customer count of 22,021.

Motion to accept all four vendor received water plumbing supply bids for a six month period as per the published specification listing as recommended by the Manager with no public comment by J.Spillman seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting-Jimmie McCoy

Manager stated that a new credit card vendor service company (Pay Star) made a proposal which saves the District on processing fees and favorable terms compared to current provider.

Motion to direct Manager to proceed with securing Pay Star credit card processing services in the near future with no public comment by S.Spillman seconded by S.Ball Vote passed Yeas-4 Nays-none Absent-none Not Voting- Jimmie McCoy

Jimmie McCoy arrived at the meeting.

Manager discussed well maintenance on the Buddy Ellis Well (casing problem) and the emergency at the McClure Well (concerning chlorinator performance). He noted that video camera tape has revealed that a hole is in the casing at the Buddy Ellis site. A proposal from Griner to re0pair and make assorted part replacement reveals that it could cost up to \$186,069. Engineer explained the process, repair process, danger areas, and the complexity to install a casing liner. The Engineer recommended that this repair is critical and should be declared as an emergency repair due to water demands in this area and public health concerns.

Motion to award under the emergency conditions, the casing and pump repairs to the Buddy Ellis Well to Griner Company as recommended by Engineer to repair the site as soon as possible with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas- 5 Nays-none Absent – none

Manager noted that the McClure Well needs emergency repair involving a new pump and the emergency replacement is estimated at \$31,185 by Layne Christiansen. Engineer explained the pump condition and that a quick repair is mandated.

Motion to repair the pump at the McClure Well at an estimated cost of \$31,185 under emergency conditions as recommended by the Engineer with no public comment by S.Spillman seconded S.Ball Vote passed Yeas-5 Nays-none Absent –none

A Financial report was presented by the Administrative Secretary for the month of May 2020, and a comparison of the period of operations and budget was given to the Board of Commissioners.

Under commissioner comments, John Easterly requested if any update from the Colyell Water System has been received. Jimmie McCoy stated that nothing formal is ready but that he knows representatives are talking about the subject.

Motion to approve the bills as presented with no public comment by J.McCoy seconded by S.Ball Vote passed Yeas-5 Nays-none Absent-none

Motion to approve the payment of the Construction bills on 2011 bond series 1063039-04 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 on the 2019 bond series 1063039-05 as presented with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-5 Nays-none Absent-none

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



Randall Smith Administrative Secretary

Next meeting will be held on Tuesday, July 21, 2020 at 7 PM