

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, November 19, 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, S.Spillman, S.Westmoreland, J.Easterly

Absent -Jimmie McCoy

Guests - Agnes Killcrease, Office Manager

Barry LeJuene, Manager

Roy Waggenpack, Toby Fruge of Owen & White

Several employees of the District

Legal Counsel, Colt Fore

Group Insurance Agent-Bonnie Martin of Human Resource Department

Jim Ryan, Government Consultant

Motion to accept the minutes from October 15, 2019, as mailed with no public comment by J.Easterly seconded by S.Spillman Vote passed Yeas-4 Nays-none Absent-J.McCoy

Bonnie Martin, Insurance Agent for Human Resource Department, presented the 2019-2020 health insurance proposal for renewal. The proposal was explained and the total premium renewal reflected a 4 % increase. She stated that she had met with the insurance committee and recommended renewal with minor changes regarding deductible terms per Federal compliance rules. Board discussed and agreed on the presented option recommended on behalf of the employees.

Motion to renew the 2019-2020 health insurance coverage policy as presented and recommended from the insurance committee and Human Resource Department estimated at an annual premium of \$468,135.94 with no public comment by S.Spillman seconded by J.Easterly Vote passed Yeas-4 Nays-none Absent-J.McCoy

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

Jim Ryan, Parish Financial Consultant, presented a resolution and recommended adoption regarding securing approvals for future bond funds from the DWRL program for expansion purposes.

Motion to declare the intention of Ward Two Water District, Parish of Livingston, State of Louisiana, to issue not to exceed \$3,000,000 of its Taxable Water Revenue Bonds, in one or more series; providing for certain terms of said bonds; authorizing application to the Louisiana State Bond Commission for approval of said bonds; approving the Notice of Intention; appointing Bond Counsel and Independent Registered Municipal Advisor; and providing for other matters in connection therewith with no public comment by John Easterly seconded by Shryl Westmoreland Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

Legal Counsel, Colt Fore, reported on research regarding a missed advertisement for the bidding process.

Engineer, Roy Waggenpack reported that the Juan Road Waterline Relocation Project 147526, Contract 19-1475-08, needs the notice to proceed executed by Chairman. He noted that DOTD is about to approve to begin in November.

Motion to authorize the notice to proceed on Contract 19-1475-08 as recommended by the Engineer with no public comment by J.Eaterly seconded by S.Westmoreland
Vote passed Yeas-4 Nays-none Absent- Jimmie McCoy

Engineer reported on the Dunn Road Waterline Relocation Project 147530, Contract 19-1475-10, bids will be opened on 11-26-19. Board noted the need to approve for a quick beginning on this project.

Motion to award the bid on Contract 19-1475-10 contingent upon Engineer's bid tabulation performed on 11-26-19, to the lowest tabulated respectable contractor's bid opened on the same date and as recommended by the Engineer with no public comment
Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

Engineer recapped the bids received on the Stonebridge Project 147517, Contract 19-1475-12 which reflected a low bid of \$180,409.75 from Grady Crawford Construction Co. Inc.

Motion to award the bid on Contract 19-1475-12 (Stonebridge Project) to Grady Crawford Construction Co. Inc. as the lowest tabulated respectable bid in the amount of \$180,409.75 with proceeds disbursed from the DWRL fund as recommended by the Engineer with no public comment
Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

Engineer recapped the bids received on the Single Acres Waterline Connection Project 147531, Contract 19-1475-13 which reflected a low bid of \$140,039.66 from Industrial Enterprises Inc.

Motion to award the bid on Contract 19-1475-13 (Single Acres Project) to Industrial Enterprises Inc. as the lowest tabulated respectable bid in the amount of \$140,039.66 with proceeds disbursed from the DWRL fund as recommended by the Engineer with no public comment
Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

Administrative Director requested approval of the DWRL correction application approval of pay request of #60 in the amount of \$1000.00 regarding the DWRL 2011 series loan

Motion to authorize the Manager to execute the correction request #60 (DWRL series 2011) as presented by the Administrative Director with no public comment by S.Westmoreland seconded by J.Easterly
Vote Yeas-4 Nays-none Absent-Jimmie McCoy

Administrative Director presented the 2019 bad debt write off amount of \$24,971.41 of which the District's portion equals \$16,176.33. She also noted that the Watson water tower painting project will begin very soon.

Motion to approve the write off of bad debts in the amount of \$16,176.33 as recommended by Administrative Director with no public comment by S.Westmoreland seconded by J.Easterly Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

Manager, Barry LeJuene, reported on the monthly customer update, noting that a total increase of 28 customers was realized for this month (year to date +591) resulting in a total customer count of 21,300.

A Financial report was presented by the Administrative Secretary for the month of October 2019, and a comparison of the period of operations and budget was given to the Board of Commissioners. The preliminary 2019 Amended Budget and 2020 Budget was presented for discussion and it was noted it will be considered for adoption at the next regular meeting in December, 2019.

There were no board comments,

Motion to approve the payment of the bills as presented with no public comment by S.Spillman seconded by J.Easterly Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

Motion to approve the payment of the construction bills as presented with no public comment by J.Easterly seconded by S.Spillman Vote passed Yeas-4 Nays-none Absent-Jimmie McCoy

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



Randall Smith Administrative Secretary

Next meeting will be held on Tuesday, December 19, 2019 at 7 PM