

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, October 20, 2020 at 7:00 pm at their Administration office on Carter Drive in Denham Springs, La.

Chairman John Easterly opened the regular meeting

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

Absent -none

Guests - Agnes Killcrease, Office Manager

Barry LeJuene, Manager

Roy Waggenpack, Toby Fruge of Owen & White

Legal Counsel, Blayne Honeycutt

Several employees of the District

Garry Talbert, Livingston Parish Council

Motion to accept the minutes from public meeting held on September 15, 2020, as mailed with no public comment by S. Spillman seconded by S. Ball Vote passed Yeas-5 Nays-none Absent–none

Under public input, no customers were in attendance. Mr. Garry Talbert of the Livingston Parish Council addressed the board regarding fire hydrant questions (maintenance, operation procedures) He questioned the responsibility in keeping the hydrants in good working order (Fire Districts or the Water District). Manager explained the current procedures and policy being followed. Engineer explained that the Ward Two system is a rural water supply system and not a fire fighting system. He did state that the current force main sizing does allow Fire Districts to use as needed and covered the fire rating procedures of the Fire Districts. Engineer will secure other larger water districts current procedures being followed relating to hydrants. Councilman expressed his concern of how to address the maintenance and a workable policy to decrease out of service fire hydrant units. Councilman also noted instances of fencing blocking a hydrant's use which needs addressing. Chairman recommended that Fire District Managers need to communicate to the District any identification issues relating to poor hydrant conditions.

Mr. Bryan Fontenot of Brown & Brown addressed the board and presented the 2020-2021 insurance coverage renewal policy. He summarized the coverage and premium quotes per each insurance category and suggested to pursue safety training to decrease selected premiums in the future. He noted that the auto insurance premium increase results from a 2019 accident on a claim paid out to date.

Motion to renew the 2020-2021 insurance coverage with Brown & Brown as presented in the amount of \$149,074 as presented and discussed with no public comment by S. Spillman seconded by S. Ball Vote passed Yeas-5 Nays-none Absent–none

Legal Counsel reported on the Spinks Construction lawsuit which has begun. Engineer recapped the factors and presented documentation to Legal Council on this case.

Engineer, Roy Waggenpack reported that the Dunn Road widening project physical work is complete and abandonment of old piping issues remains to 100% complete the project.

\*He stated that he is reviewing the final pay request on the Port Vincent waterline construction contract 19-1475-23 in the amount of \$293,562 before recommendation is made.

Administrative Director reported that the new credit card processing program is working very well.

She summarized the Accounts Receivable aging reports. Board discussed and agreed that on 10-26-2020 cut off procedures will begin on the unpaid amounts since a long waiver of action time has been granted already during this year on large past due balances. She reported that quotes on a new folding machine and a telephone system were being secured.

Chairman appointed Shyrl Westmoreland and Shevis Ball to the Office Equipment Committee for assistance on these type of considerations.

Administrative Director summarized the unclaimed funds report.

She presented request #2 in the amount of \$46,259.90 from the 2019 DWRL water system expansion and noted that a re-budget motion is also needed for proper allocation on this series of debt.

Motion to approve the disbursement of unclaimed funds to the Louisiana Treasurer's Office in the amount of \$7,309.40 as presented with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-5 Nays-none Absent-none

Motion to approve pay request #2 of the 2019 DWRL construction funds in the amount of \$46,259.90 as presented with no public comment by S.Ball seconded by S.Spillman Vote passed Yeas-5 Nays-none Absent-none

Motion to approve the Re-budget of line items in the amount of \$20,000 regarding the 2019 DWRL construction series budget as presented with no public comment by S.Spillman seconded by S.Westmoreland Vote passed Yeas-5 Nays-none Absent-none

Manager, Barry LeJuene, reported on the monthly customer update, noting that a total increase of 93 customers was realized thru September (year to date +612) resulting in a total customer count of 22,415.

He also noted the need for advertising for six month plumbing supply bids through June 30, 2021.

Manager reported on storm related issues (some fencing and a canopy damage).

He stated that 28 meters remain to be installed within the next two weeks on the Port Vincent Project.

Manager stated the need continues to catch up with the public tap requests. He stated that currently the crews are 6 weeks behind in making the taps. Board made comments on the importance of catch up of the public taps.

Motion to advertise for bids the specified plumbing supply listing for a 6 month period ended 6-30-2021, with no public comment by S.Westmoreland seconded by S.Spillman  
Vote passed Yeas-5 Nays-none Absent-none

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

Motion to accept the financial report as presented with no public comment by S.Spillman seconded by J.McCoy Vote passed Yeas-5 Nays-none Absent-none

There were no additional commissioner comments.

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

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



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Randall Smith Administrative Secretary

**Next meeting will be held on Tuesday, December 15, 2020 at 7 PM**  
**Public hearing on the 2021 budget to begin the meeting at 7PM**