

P.O. Box 637  
Denham Springs, LA 70727-0637  
Phone: (225) 665-5188  
Fax: (225) 665-8252  
Cell: (225) 978-9068

**Ward 2 Water District**

## **EMAILED**

**To:** LIVINGSTON PARISH NEWS      **From:** COOKIE KILLCREASE

---

**Fax:** (225) 665-8252      **Pages:** 4

---

**Phone:** (225) 665-5188 or      **Date:** 01/19/2023  
(225) 523-8825

---

**Re:** DECEMBER 20, 2022 MINUTES      **CC:**

---

**Rec:**      **Date:** \_\_\_\_\_

**by:**      **Time:** \_\_\_\_\_

---

**Del:**      **Date:** \_\_\_\_\_

**By:**      **Time:** \_\_\_\_\_

---

**Comments:**      TO WHOM IT MAY CONCERN:

Please advertise the Minutes on the following date:

Thursday, January 26, 2023

If you have any questions or need additional information please give me a call at (225) 665-5188 ext. 18 OR (225) 978-9068.

Thank You

Cookie Killcrease, Administrative Director

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, December 20, 2022 at 7:00 pm at their Administration office on Carter Drive in Denham Springs, La.

Chairman John Easterly opened the public hearing for the discussion of the Amended 2022 financial budget and the proposed 2023 financial budget.  
There was no public or comments on the budget proposals as advertised.  
Chairman closed the public hearing at 7:05 pm.

Chairman John Easterly opened the regular meeting  
Present: J.Easterly, S.Spillman, J.McCoy, S.Ball, D.Strickland  
Absent –Jay Martone  
Guests - Barry LeJuene, Manager  
Agnes Killcrease, Administrative Director  
Toby Fruge- of Owen & White  
Legal Counsel, Blayne Honeycutt

Motion to accept the minutes from special meeting held on November 15, 2022, as mailed with no public comment by S.Spillman seconded by D.Strickland Vote passed Yeas-4 Nays-none Not voting-J.McCoy Absent-J.Martone

Motion to accept the minutes from special meeting held on November 2, 2022, as mailed with no public comment by S.Spillman seconded by D.Strickland Vote passed Yeas-4 Nays-none Not voting-J.McCoy Absent-J.Martone

Motion to accept the minutes from special meeting held on December 6, 2022, as mailed with no public comment by S.Ball seconded by D.Strickland Vote passed Yeas-4 Nays-none Not voting-J.McCoy Absent-J.Martone

Jimmy McCoy arrived at the meeting.

Legal Counsel reported that a 30 day notice was given to the former software vendor explaining that a new software provider will be supporting the District in 2023.

Engineer, Toby Fruge, summarized comments on the electronic meter program and the need for DHH (DWRLfunds) for a letter of engagement between the District and DHH as well as a formal business plan. Engineer is working on the letter.

\*He stated that the RFP committee (specifications on the meters) has met and he recommended to advertise the specifications for vendor bids in January 2023 with a 30 day period to reply on the bids.

Motion to advertise for RFP specifications on electronic meters and installation in order to receive bids by February regarding the purchase of electronic meters as per recommendation of the Engineer and District Meter Specifications Committee with no public comment by S.Ball seconded by S.Spillman Vote passed Yeas-5 Nays-none Absent-J.Martone

Engineer noted that the Hunstock service line project was approved by the Parish recently and he will be securing quotes for installation of this service line inside the Parish ROW soon.

Administrative Director noted that the new billing software testing is in progress and the goal is to be live on January 15, 2023. She stated that the vendor support has been very good so far.

She recommended the need for a motion to re-budget items in the DWRL funding series.

Motion to approve the re-budget allocation recommendation by the Administrative Director as presented with no public comment by S.Spillman seconded by S.Ball Vote passed Yeas-5 Nays-none Absent-J. Martone

Motion to authorize the submission of application #12 from the DWRL funds for a reimbursement of \$12,020.77 with no public comment by J.McCoy seconded by S.Ball Vote passed Yeas-5 Nays-none Absent-J. Martone

Motion to adopt the 2022 Louisiana Compliance Questionnaire as presented with no public comment by S.Ball seconded by D.Strickland Vote passed Yeas-5 Nays-none Absent-J.Martone

Manager, Barry LeJuene, reported on the monthly customer update, noting that a total increase of 82 customers was realized thru November and 837 YTD resulting in a total customer count of 24,177.

He also presented vendor bids on the advertised plumbing supply list as previously advertised.

Motion to accept the two responsive official bids (Baton Rouge Winwater and Coburns) for plumbing supplies as previously advertised for a six month period ended 6-30-23 as presented by Manager with no public comment by S.Spillman seconded by J.McCoy Vote passed Yeas-5 Nays-none Absent-J.Martone

Manager explained that Ditch Witch Inc. is offering an extended warranty on the 2022 purchased unit past June 2023, (2 year warranty equaled \$5977). Board discussed and board consensus agreed to direct Manager to pursue the 2 year warranty extension.

Financial report was presented by the Administrative Secretary for the month of November 2022, and a comparison of the period of operations and budget was given to the Board of Commissioners. A recap of the 2023 and amended 2022 was made as discussed in the public hearing.

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-J.Martone

Motion to adopt the Amended 2022 financial budget as previously advertised, presented, and discussed in previous public hearing with no public comment by S.Spillman seconded by J.McCoy Vote passed Yeas-5 Nays-none Absent-J.Martone

Motion to adopt the 2023 financial budget as previously advertised, presented, and discussed in previous public hearing with no public comment by J.McCoy seconded by S.Spillman Vote passed Yeas-5 Nays-none Absent-J.Martone

Under board comments, Shevis Ball commented on board consideration of a three tier rate system as discussed by La. Rural Water representative. He noted that the representative stated that the District should increase funds if this system was used. Board discussed the pros and cons of the differences of that rate structure and the current District rate system.

John Easterly presented Barry Lejuene a 5 year service award plaque. He also requested that the Engineer continue researching the fire flow testing issues. He noted that an election of officers shall be made in February along with assigning board members committee positions. He commented on a builder's issues with conformance with Parish and Ward Two Water rules regarding a plat. The developer will be providing legal documents to further explain the problematic issues.

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

Motion to approve the construction bills as presented for Loan #1063039-05 (2019 series) with no public comment by J.McCoy seconded by S.Ball Vote passed Yeas-5 Nays-none Absent-J.Martone

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



---

Randall Smith Administrative Secretary

**Next meeting will be held on Tuesday, January 17, 2023 at 7 PM**