

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, February 20, 2024, at 7:00 p.m. at their Administration office on Carter Drive in Denham Springs, La.

The meeting was called to order by Chairman J. Easterly

Present – J. Easterly, S. McDaniel, J. Martone, S. Ball, D. Strickland,
J. McCoy

Absent - none

Guests - Barry LeJeune, General Manager
Agnes Killcrease, Administrative Director
Trey Sanders, H.T.Bourgeois CPA's

Prayer was offered by Administrative Secretary and a pledge of allegiance was led by Shevis Ball.

Chairman noted that any public may comment on any agenda item during this meeting. Chairman acknowledged that after many years of service that commissioner, Stanley Spillman, has tendered his resignation. Comments on the oversight and great service that he provided the Ward Two Water District.

Motion to accept the minutes from regular meeting held on January 22, 2024 as mailed by J. Martone seconded by J. McCoy Vote passed Yeas-6 Nays-none.

Motion to lift the agenda to allow a presentation from Mr. Trey Sanders with no public comment by J. Martone seconded by S. Ball Vote passed Yeas-6 Nays-none Absent-none

Trey Sanders presented a proposal for a three year period (2023, 2024, 2025) for his firm H.T.Bourgeois to perform the financial audit and the AUP audit regarding these years. He explained the letter presented and proposal terms.

Motion to engage H.T.Bourgeois CPA's to perform the financial audit as stated in the proposal provided (three year period) with no public comment by S. Ball seconded by J. McCoy Vote passed Yeas-6 Nays-none Absent-none

Mr. Sanders explained the AUP audit proposal and explained the training and compliance required upon District procedures as directed by the Louisiana Legislative Auditors Office.

Motion to engage H.T.Bourgeois CPA's to perform the AUP audit as stated in the proposal provided (three year period) with no public comment by J. McCoy seconded by J. Martone Vote passed Yeas-6 Nays-none Absent-none

Motion to return to the regular agenda with no public comment by S. Ball seconded by J. McCoy Vote passed Yeas-6 Nays-none Absent-none

Legal Counsel presented a Cooperative Endeavor Agreement with the Livingston Parish Fires District 4, Livingston Parish Fire District 5, and the Ward Two Water District for board consideration.

Motion to approve the CEA presented by Legal Counsel with no public comment by J. McCoy seconded by S. Ball Vote passed Yeas-6 Nays-none Absent-none

Manager, Barry LeJuene gave an update for the Engineer who was not in attendance. He gave a progress report on the AMI project and noted that Baton Rouge-Winwater has finished the base tower installation at sites and will be concentrating on the electrical service to each site as well as software testing in the weeks ahead. He recommended payment application #4 on the contract as per approved by the engineer.

Motion to approve application #4 of the AMI Meter Project as recommended by the Engineer in the amount of \$89,405.60 for contract 147545 with no public comment by S. Ball seconded by D. Strickland Vote passed Yeas-6 Nays-none Absent-none

Manager noted that engineer recommended that the Office Tank Repair and Repaint Project be awarded to Worldwide Industries Corporation for the low bid of \$249,900 (contract- 23-1475-37).

Motion to award the Office Tank Repair and Repaint contract to Worldwide Industries Corporation with the low bid as recommended by the Engineer in the amount of \$249,900 for contract 23-147537 with no public comment by J. Martone seconded by J. McCoy Vote passed Yeas-6 Nays-none Absent-none

Administrative Director recommended to disburse the funds for pay request #5 of the 2023 DWRL series loan in the amount of \$93,735.93.

Motion to approve the submission of application #5 of the 2023 DWRL series loan in the amount of \$93,735.93 with no public comment by D. Strickland seconded by J. McCoy Vote passed Yeas-6 Nays-none Absent-none.

Administration Director noted that quotes for First Aid and CPR/AED training were secured and that the low quote she recommended was from Mr. Charlie Weaver (\$70 fee per person). Board discussed the needs for selected employee versus having all employees trained. Board consensus agree to direct Administrative Director to schedule CPR/AED training with Mr. Weaver's services.

General Manager, Barry LeJeune, reported that 111 customers were added in December with a year to date gain accumulation of 622 and that 24,786 customers were billed in December.

He commented on DOTD projects and stated that the Highway 1034 line re-location low quote was received in the amount of \$193,840. He also mentioned that on the La 1026 re-location project the low quote was from Allen Leblanc in the amount of \$121,210.

Motion to award the water line re-location project on Highway 1034 to Grady Crawford Construction in the amount of \$193,840 as the low quote and as recommended by the General Manager with no public comment by S. Ball seconded by D. Strickland Vote passed Yeas-6 Nays-none Absent-none

Motion to award the water line re-location project on Highway 1026 to Allen Leblanc Construction in the amount of \$121,210 as the low quote and as recommended by the General Manager with no public comment by D. Strickland seconded by J. McCoy Vote passed Yeas-6 Nays-none Absent-none

A financial report for the January 2024 period of operations was given to the Board of Commissioners for their review.

Shevis Ball led a discussion on the Rate Study performed by the Louisiana Rural Water Association. Board discussed the proposal's effect upon customers and Shevis Ball commented on the timetable of enacting. He commented that the higher user customer would be affected. Board consensus agreed to proceed with the intention to take action steps for the recommended rate structure per the LWR rate study report presented. He noted this study includes the advice of the Louisiana Rural Water Association Program to have two rate tiers.

Motion to pay the bills as presented February, 2024, period by J. McCoy, seconded by J. Martone Vote passed Yeas-6 Nays-none Absent-none.

Motion to pay the 2023 Water System Expansion bills by J. McCoy seconded by D. Strickland Vote passed Yeas-6 Nays-none Absent-none.

Motion to adjourn the meeting by S. Ball seconded by D. Strickland Vote passed Yeas-6 Nays-none Absent-none.



Randall Smith Administrative Secretary

Next meeting will be held on Tuesday, March 19, 2024 at 7 PM