

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, October 15, 2024, at 7:00 p.m. at their Administration office on Carter Drive in Denham Springs, La.

The regular meeting was called to order by Chairman, John Easterly

Present – J. Easterly, J. Martone, S. McDaniel, C. Taylor, W. Avara, M. Bennett

Absent - Shevis Ball

Guests - Barry LeJeune, General Manager

Agnes Killcrease, Administrative Director

Kate Gueavara, of Owen & White

Legal Counsel, Blaine Honeycutt

Customers of Allen Drive- eight customers

Wendell Luneau, Monique Manual of Brown & Brown

Prayer was offered by Administrative Secretary and a pledge of allegiance was led by Jeffrey Martone.

Chairman noted that any public may comment on any agenda item during this meeting.

Motion to accept the minutes from regular meeting held on September 17, 2024, as mailed with no public comment by W.Avara seconded by J. Martone Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Under public comments, Commissioner Melissa Bennett led discussion regarding various customers from the Allen Drive area which have received over the past several months high water billings. Manager reported to the customers in attendance that past meter reading services by the contractor for the District has not been the quality of consistency and recent accurate readings have caught up with water gallons used over the past estimated amounts billed. Chairman made comments on the 2024 electronic meter systems program which is being installed in phases. Legal Counsel explained the water calculation and laws that demand billing on water usage. Board asked questions on how the contractor performed the reading services. All eight customers addressed the board regarding their account and the swing in billings recently. They expressed despair on the large bills facing them recently versus the lower billings in past year. Administrative Director explained what can be done legally to work with the customers and how each account must be reviewed separately. Chairman led discussion on options involving a longer term payout of the balance. Board discussed the options and pledged to the public in attendance that a close review will be made on the billing consistency by the contractor by the District. Management will be reviewing each account from those if they come to discuss with staff. Chairman directed that an agenda item be on the November meeting for this discussion.

Wendell Luneau of Brown & Brown presented a proposed insurance coverage renewal proposal for coverage 2024-2025. Mr. Luneau covered each coverage line item and noted that insurance crisis being realized by most policy holders. He stated that a shortage of carriers drives up premiums. He explained that the business auto coverage is due in days and all other policies begin on 10-31-24. Board discussed the insurance renewal in depth.

Motion to renew the 2024-2025 insurance policies as proposed by Brown & Brown with a choice of not renewing the excess liability coverage option (premium of \$39,889) regarding business auto and to authorize Manager to execute the official renewal at the most advantageous pricing as presented from carriers due to outstanding quotes at this time with no public comment by C. Taylor seconded by J. Martone Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Legal Counsel noted that there were no new legal matters to report.

Kate Gueavara of Owen & White noted that the AMI project 23-1475-01 is about 44% complete and that she recommends to pay application #10 totaling \$271,240.91 to Baton Rouge Winwater. She also stated that she recommends to pay application #2 on the Office Tank repair contract 23-1475-37 to Worldwide Industries for \$12,495.00.

Motion to approve application #10 on the AMI project 23-1475-01 to Baton Rouge Win-Water in the amount of \$271,240.91 as recommended by Engineer with no public comment by J. Martone seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Motion to approve application #2 on the office tank repair project contract 23-1475-37 to Worldwide Industries in the amount of \$12,495.00 as recommended by Engineer with no public comment by C. Taylor seconded by M. Bennett Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Engineer explained the water sector program phase 2 program's new guidelines affecting the District. She stated that under recent changes a federal infrastructure focus with priority consideration for clean water will provide an opportunity to apply for grants up until 12-12-2024 with a 25% match with grant funds by the District.

Motion to direct engineer to proceed with making a grant application with the Water Sector Program Phase 2 and to authorize the Manager to execute needed documentation for this application submittal with no public comment by M. Bennett seconded by S. McDaniel Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Administrative Director presented pay request #11 on the 2023 Water System Expansion DWRL series loan in the amount of \$274,321.14.

Motion to approve the submission of application #11 of the 2023 DWRL series loan in the amount of \$274,321.14 with no public comment by S. McDaniel seconded by W. Avara Vote passed Yeas-6 Nays-none Absent-Shevis Ball.

She also noted that the unclaimed property totals \$7,485.39 which needs to be transmitted to the Louisiana Department of Revenue.

Administrative Director gave an accounts receivable update as of 10-14-24 noting that 94 accounts have a balances over \$75 with 9 accounts being cut off for non-payment. Total Accounts Receivable equals \$23,465.99 as of 10-14-24.

General Manager, Barry LeJeune, reported that 14 customers were added as of September with a year to date gain accumulation of 541 and that 25,216 customers were billed in September. He also presented two surplus items (purchased in 2011) that he recommended for disposal.

Motion to declare two equipment items as surplus property due to obsolescence as presented by General Manager with no public comment by M.Bennett seconded by S.McDaniel

A financial report for the September 2024 period of operations was presented by the Administrative Secretary to the Board of Commissioners for their review noting budget line item comparisons to actual spending and revenues. He recommended to send surplus reserve in the amount of \$500,000 to the Lamp funds for interest earning potential.

Motion to transfer \$500,000 of cash reserve to the Lamp fund for interest yield purposes as presented by Administrative Secretary with no public comment by W. Avara seconded by J. Martone

Under board comments, Mr. Jeffrey Martone on behalf of the Personnel Committee presented a recommendation for merit adjustments to selected employees. Board discussed the proposal. Chairman John Easterly requested that staff park their vehicles in the rear of building at the end of the day to provide better public parking at meetings.

Motion to approve the Personnel Committee's compensation adjustments effective 10-21-24 as presented with no public comment by M.Bennett seconded by C.Taylor Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Motion to pay the operational bills as presented for October, 2024, period with no public comment by S. McDaniel seconded by M. Bennett Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Motion to pay the 2023 Water System Expansion Project bills with no public comment by S. McDaniel seconded by M. Bennett Vote passed Yeas-6 Nays-none Absent-Shevis Ball

Motion to adjourn the meeting with no public comment by W. Avara seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Shevis Ball.



Randall Smith Administrative Secretary

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