

The Commissioners of Ward Two Water District of Livingston Parish met in a regular meeting on Tuesday, December 17, 2024, at 7:00 p.m. at their Administration office on Carter Drive in Denham Springs, La.

Public hearing was opened to discuss the 2024 Amended Budget and the 2025 Budget. Board made comments and the Chairman closed the hearing with no public comment at 7:05pm

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

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

Absent - Jeffrey Martone

Guests - Barry LeJeune, General Manager

Agnes Killcrease, Administrative Director

Kate Guevara, of Owen & White

Legal Counsel, Blayne Honeycutt

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

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

Motion to accept the minutes from regular meeting held on November 19, 2024, as mailed with no public comment by M. Bennett seconded by W. Avara Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone

Legal Counsel reported that there were no new changes to report under legal matters.

Kate Guevara of Owen & White noted that the application for water sector grant funds was submitted last month and news should be heard by late February, 2025.

She covered an update on the AMI project installation progress.

She recommended to pay the application #12 to Baton Rouge Winwater in the amount of \$320,704.79 contract 23-1475-01 since the project is 60% completed.

Motion to approve application #12 on the AMI project 23-1475-01 to Baton Rouge Win-Water in the amount of \$320,704.79 as recommended by Engineer with no public comment by W. Avara seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone

Engineer gave an update regarding the DWRL engineering contract and recommended approval by the District.

Motion to approve the engineering contract regarding the DWRL #8 LA-10631039-08 as presented with no public comment by C. Taylor seconded by S. Ball Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Motion to authorize the General Manager to execute all documentation for the DWRL #8 loan on behalf of the District with no public comment by W. Avara seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Administrative Director reported on staff action regarding handling of the ongoing excessive water bill issues and gave an update on delinquent accounts. She summarized that 87 accounts were cut off since mid-November and that total amount of outstanding accounts not collected on cut off equals \$2,771.02.

She presented the 2024 Louisiana Systems Compliance Questionnaire for adoption.

Motion to adopt the 2024 Louisiana Systems Compliance Questionnaire regarding the 2024 financial audit with no public comment by W. Avara seconded by M. Bennett Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

She presented pay request #13 on the 2023 Water System Expansion DWRL series loan in the amount of \$325,260.29.

Motion to approve the submission of application #13 of the 2023 DWRL series loan in the amount of \$325,260.29 with no public comment by S. Ball seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Administrative Director reported that communication letters went out to the customer base affected regarding their billing method (12 month average billing-levelized billing) which is now used.

General Manager, Barry LeJeune, reported that 28 customers were added as of November with a year to date gain accumulation of 609 and that 25,284 customers were billed in November.

He presented the bids for the six month supply of plumbing supplies which were previously advertised and noted that there were three valid bidders.

Motion to accept all three plumbing supply bids as received for the six month period, through June 30, 2025, with no public comment by S Ball seconded by W. Avara Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

General Manager reported on the Burgess Road waterline re-location project quotes received and stated that the Engineer recommends to award the project to Feliciana Welders in the amount of \$157,000.

Motion to award the low quote for the Burgess Road waterline re-location project to Feliciana Welders in the amount of \$157,000 as recommended by the engineer with no public comment by W. Avara seconded by M. Bennett Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

A financial report for the November 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.

Motion to adopt the 2024 Amended Budget for the District in the amount of \$10,330,000 as previously discussed in the public hearing with no public comment by S. Ball seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Motion to adopt the 2025 Budget for the District in the amount of \$8,585,000 as previously discussed in the public hearing with no public comment by M. Bennett seconded by C. Taylor Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Under board comments, Chairman questioned if there will be more training needed for staff directly pertaining to the AMI meters. Manager explained the procedures and the meter training support measures by the contractor and manufacturer. It was noted that the purchase price includes continual repair support by the manufacturer representatives. Telemetry expense category on the financials was also explained by the Manager.

Motion to pay the operational bills as presented for December, 2024, period with no public comment by W. Avara seconded by S. McDaniel Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Motion to pay the 2023 Water System Expansion Project bills with no public comment by C. Taylor seconded by M. Bennett Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.

Motion to adjourn the meeting with no public comment by S. McDaniel seconded by S. Ball Vote passed Yeas-6 Nays-none Absent-Jeffrey Martone.



Randall Smith Administrative Secretary

Next meeting will be held on Tuesday, January 21, 2025 at 7 PM