

**Waterworks** District No. 2, Parish of Beauregard

**MINUTES**

*The Board of Commissioners, governing authority of Waterworks District No. Two (2) of the Parish of Beauregard, Louisiana, met in an open and public session at 6:00 p.m. on Monday, February 13, 2023 at the regular meeting place of said Board, 9252 Hwy 27, Singer, LA.*

*Bill White, Vice President, of the Board of Commissioners called the meeting to order and on roll call, the following members being present: Bill White, Richelle Bowman, Lisa Gearen, and Caroll Johnson*

**Absent:** *Jerry Cooley*

**Others Present:** *Mathieu Rose, and Eric Vige*

**Public Participation:** *There was no public participation*

**Richelle Bowman, 2<sup>nd</sup> by Lisa Gearen,** *moved to amend the Agenda with the following amendments, the motion carried without oppositions.*

- a) Approve Mathieu Rose to attend Level 3 Production and Treatment classes in Shreveport the week of March 12-17 with lodging and meals at approximately \$1,600.00*
- b) Discuss and approve upgrading the Missions SCADA System in the amount of \$37,000.00.*
- c) Renewal of Phelps Correction Right of Way Contract*
- d) Executive session to discuss unauthorize access to company property*

**Approval of Minutes:**

*Lisa Gearen, 2<sup>nd</sup> by Caroll Johnson, moved to adopt the Minutes of the January 2023 meetings and to forego the reading thereof, the motion carried without opposition.*

**Approval of Financial reports:**

**Lisa Gearen, 2<sup>nd</sup> by Caroll Johnson,** *moved to adopt the financial reports as written for January 2023, the motion carried without opposition.*

**Payment authorization:**

**Richelle Bowman, 2<sup>nd</sup> by Lisa Gearen,** *moved to pay all monthly invoices for February 2023, the motion carried without opposition.*

**Richelle Bowman, 2<sup>nd</sup> by Lisa Gearen,** *moved to approve Mathieu Rose to attend the Level 3 Certification classes the week of March 12- 17, 2023 in Shreveport with a cost of \$1,600.00. The motion carried without opposition.*

**Richelle Bowman, 2<sup>nd</sup> by Lisa Gearen,** *moved to upgrade the Mission (SCADA) system in increments, starting with the 3 at the Singer Plant. The motion carried without opposition.*

**Lisa Gearen, 2<sup>nd</sup> by Caroll Johnson,** *moved to renew the 20-year contract Right of Way for the Phelps Booster Station with Phelps Correctional Institution. The motion carried without opposition*

**Unfinished Business:**

*The Board discuss and reviewed the quotes turned in for the building of the 6" fence at Fields Plant.*

- a) Nash Fence \$17,972.00
- b) Hercules Fence Co \$13,950.00
- c) BNL Co. \$13,933.32

**Richelle Bowman, 2<sup>nd</sup> by Carol Johnson**, moved to accept the quote of \$13, 933.32 from BNL Fence & Co., the motion carried without opposition.

**New Business:**

**Lisa Gearen, 2<sup>nd</sup> by Carol Johnson**, moved to accept the engagement of Windham and Reed, CPPA as the company auditor for 2022. The motion carried without opposition.

**The Board discussed** the potential closing of Robert Clark Road at the camp entrance, and the affects it would have on the water district. The board requested a meter set at the entrance of Robert Clark Rd where the road has become a safety issue to gauge the water to help monitor any leaks that may occur. The Board has agreed to wait on the decision of the Police Jury, and Mr. McGrew's decision on whether or not the road will be closed.

**Maintenance Report: Mathieu Rose-Operations Manager**

- a) An overview of the system for January to present.
- b) The Discharge Pressure Switch had to be replaced at the Singer Plant, and an extra one was order to have on standby.
- c) Discussed and approved Blake Hines tapping the 1" water main in Fields for samples to be taken correctly at the Sample Tap POE.
- d) 1986 Trencher and the 1985 Generator is to be scrapped.
- e) An overview of water leak detection and the cost to repair. He is hoping at the end of the year to have a better understanding of what it cost the District in leak repairs.
- f) Discussed the repairs to the 2015 GMC with \$780.00 for a new headlight assembly, and \$678.48 for new seat belts.

**Lisa Gearen, 2<sup>nd</sup> by Richelle Bowman**, moved to send an invoice to the previous employee for the repairs of the seat belts on the 2015 GMC truck in the amount of \$678.48. A policy is to be adopted that animals are not allowed to ride in company trucks. The motion carried without opposition.

**Lisa Gearen, 2<sup>nd</sup> by Carol Johnson** to purchase 2 Fire Hydrants in the amount of \$8,488.54. The motion carried without opposition.

**Carol Johnson, 2<sup>nd</sup> by Lisa Gearen**, moved to go into an executive session to discussed unauthorized access to company property. The motion carried without opposition.

**Lisa Gearen, 2<sup>nd</sup> by Richelle Bowman**, moved to come out of executive session. The motion carried without opposition.

**Lisa Gearen, 2<sup>nd</sup> by Richelle Bowman**, moved to approve the hiring of an outside Information Technology contractor to review the internal system. The motion carried without opposition.

**Secretary Report:** Paula Rose

- a) The Board discussed liquidated damages with Griner Drilling, and the discussion was tabled until a later date.

**Adjournment:**

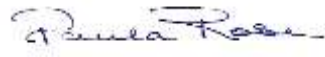
There being no further business, upon a motion by Lisa Gearen, 2<sup>nd</sup> by Richelle Bowman, the meeting was adjourned at 8:45 p.m., and the motion carried without opposition.

**I DO HEREBY CERTIFY** that the above and foregoing is a true and correct copy of the minutes of the business meeting held on February 13 2023 at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.



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Jerry Cooley-President



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Paula Rose-District Secretary