**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, December 14, 2020, at the regular meeting place of said Board, 9252 Hwy 27, Singer, LA.*

*Jerry Cooley, President of the Board of Commissioners called the meeting to order and on roll call, the following members being present:*

*Jerry Cooley, Bill White, Richelle Bowman, Lisa Gearen, and Caroll Johnson*

***Absent: 0***

***Others Present:*** *Mark McCarty-Myer & Associates, Jeremy Joffrion, and Patricia Davis*

*Others Absent from the Agenda: Carlos Stokes*

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

***Approval of Minutes:***

*Lisa Gearen, 2nd by Carol Johnson, moved to adopt the Minutes of the November 9, 2020 meeting and to forego the reading thereof, motion carried without opposition.*

***Approval of Financial reports:***

*Richelle Bowman, 2nd by Bill White, moved to adopt the financial reports as written for November, 2020, the motion carried without opposition.*

***Payment authorization:***

*Richelle Bowman, 2nd by Bill White, moved to pay monthly invoices for December 2020, the motion carried without opposition.*

***Mark McCarty-Myer & Associates-DWRFL Projects:***

*Mark McCarty discussed the projects and the opening of the sealed bids for the Singer Plant Project., He stated that due to the hurricanes that there was a 40% price increase, providing the board with the bid packets and explaining column one as the original cost, and column two as the revised cost. What the cost does not include is the Phelps project, it was removed because it is questionable if we go forward with this bid, whether or not we would have the means to continue with the money from the DWRFL.*

*He further stated that he has set aside a contingency of $110,000.00, but we are still with $240,000.00 unallocated. The Well in Fields is where our uncertainty is, and things may go well and we can still do the Tank projects, we are just going to have to wait and see how things go.*

*Jerry Cooley asked if the $70,000.00 was about right for the increase of this project, and Mark agreed.*

*Mark discussed the Alternate No.1, and explained the difference between the VFD and the Pumps and how it works.*

*The sealed bids were opened at Meyer & Associates at 600 N Cities Service Highway, Sulphur, LA on December 10, 2020 at 10:00 a.m. The bids were as follows:*

*Contractor Total Base Bid Alternate No. 1*

*RP Construction, LLC $669,983.24 3,432.00*

*Womack Construction, LLC $689,700.00 3,432.00*

*BDS Construction, LLC $726,100.00 3,432.00*

*MPB Construction, LLC $765,804.00 10,300.00*

*Trek, Inc $823,444.00 8,300.00*

*The Notice to Proceed is in about 2 months once the bid is awarded, and the completion time should be about 6 months with an estimated completion time in November 2021.*

*\*Bill White, 2nd by Richelle Bowman, moved to award the bid from RP Construction, LLC upon the recommendation of Meyer & Associate with the Base Bid of $669,983.24, contingent upon the contractor’s submission of the required 10-day forms and upon LDH-DWRFL’s concurrence with the award, the motion carried without opposition.*

*Yeas: 5 Bill White, Jerry Cooley, Lisa Gearen, Caroll Johnson, and Richelle Bowman*

*Nays: 0*

*Abstain: 0*

*Absent: 0*

***Unfinished Business:***

*Generator quotes for Well 3 & 4: 150 kw wired for 277/480 VAC three phase, 60 Hz which includes the Generator, Fuel Tank, Weather Protective Enclosure and Transfer switch.*

*Arcco- State contract price $28,870.67*

*Kellogg Electric $ 8,500.00*

*Total 37,370.67*

*\*Richelle Bowman, 2nd Lisa Gearen, moved to approve the purchase of the Generator with installation and slab in a total price of $37,370.67, the motion carried without opposition.*

*Yeas: 5 Bill White, Jerry Cooley, Lisa Gearen, Richelle Bowman, and Carol Johnson*

*Nays: 0*

*Abstain:0*

*Absent: 0*

*\*Caroll Johnson, 2nd by Lisa Gearen, moved to approve the purchase of an equipment trailer from Silsbee Big Tex in the amount of $7,495, the motion carried without opposition.*

*Yeas: 5 Bill White, Jerry Cooley, Richelle Bowman, Carol Johnson, and Lisa Gearen*

*Nays: 0*

*Abstain: 0*

*Absent: 0*

*\*Richelle Bowman, 2nd by Lisa Gearen, moved to wire the central office for complete generator use in lieu of another emergency at approximately $2,000.00, the motion carried without opposition.*

***New Business:***

*The Board of Commissioners opened the Lawn Maintenance Service sealed bids at the central office on December 14, 2020 as follows:*

*Rose Ashworth Lawn Service 6 yards of lawn service $510.00 Bush hogging 32 acres $928.00*

*\*Bill White, 2nd by Caroll Johnson, moved to award the only bid received to Rose Ashworth Lawn Service, the motion carried without opposition.*

*Yeas: 5 Jerry Cooley, Bill White, Lisa Gearen, Carol Johnson, and Richelle Bowman*

*Nays: 0*

*Abstain: 0*

*Absent: 0*

*\*Bill White, 2nd by Richelle Bowman, moved to approve Windham and Reed as the official auditors for 2020, the motion carried without opposition.*

***Maintenance Report: Jeremy Joffrion***

*a) Gave an overview of the systems work completed and pending for November 2020*

*\*b) Richelle Bowman, 2nd by Lisa Gearen, moved to purchase the requisitions for tools and supplies from Rural Water in the amount of $1795.16, the motion carried without opposition.*

*\*c) Bill White, 2nd by Lisa Gearen, moved to approve the repair to the Chlorination system in the amount of $8,185.00, the motion carried without opposition.*

*Yeas: 5 Bill White, Jerry Cooley, Lisa Gearen, Richelle Bowman, and Caroll Johnson*

*Nays: 0*

*Abstain: 0*

*Absent: 0*

*Jeremy informed the board that our Workforce Employee Mr. Jesse Campbell’s last day would be 12-24-2020.*

***Secretary Report: Patricia Davis***

*\*Richelle Bowman, 2nd by Bill White adopted the 2021 Proposed Budget, the motion carried without opposition.*

*\*Lisa Gearen, Caroll Johnson, moved to adopt the 2021 Holiday Schedule, the motion carried without opposition.*

***Adjournment:***

*There being no further business, upon a motion by Lisa Gearen, 2nd by Richelle Bowman, the meeting was adjourned, 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 December 14, 2020at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Paula Rose-Secretary/Treasurer