**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, January 11, 2021, 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:*

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

***Absent: 0***

***Others Present:*** *Jeremy Joffrion, Mathieu Rose, Chris Dellimagine-IT, Paula Rose*

***Public Participation:*** *There was no one in attendance for public participation*

***Approval of Minutes:***

*Bill White, 2nd by Richelle Bowman, moved to adopt the Minutes of the December 14, 2020 meeting and to forego the reading thereof, motion carried without opposition.*

***Approval of Financial reports:***

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

***Payment authorization:***

*Bill White, 2nd by Richelle Bowman, moved to pay monthly invoices for January 2021, the motion carried without opposition.*

*Amendments to the Agenda: Richelle Bowman, 2nd by Bill White, moved to amend the Agenda to move the Executive session 11C to 9B to discuss employee’s performance, the motion carried without opposition.*

***New Business:***

*Chris Dellimagine, after reviewing the present camera system discussed the present camera system the its capabilities and why they were not clear enough to pick up a license plate, or face recognition and offered a camera system that would be able to read a license plates and to alert the office manager of after-hours activity in designated areas.*

*Richelle Bowman, 2ndby Lisa Gearen, moved to purchase the new camera system with installation from Chris Dellimagine at $7,829.85, the motion carried without opposition.*

*Bill White, 2nd by Richelle Bowman, made a motion to go into Executive Session to discuss employee performance, and a motion was made by Richelle Bowman and 2nd by Lisa Gearen to come out of Executive Session.*

*Maintenance Report: Jeremy Joffrion*

*a.). System overview of the accomplishment for the month of December 2020*

*b.) Richelle Bowman, 2nd by Lisa Gearen, moved to approve the requisition to purchase tools and supplies from: Coburns for $84.50, Rural Pipe $1,882.94, the motion carried without opposition.*

*Secretary Report: Paula Rose*

*a.) Review of the 2021 Ad Valorem Tax information stating that the first check in January would be substantially lower due to the order by Governor Edwards giving the date of March 2021 as deadline to pay annual taxes. We will monitor the income to see if the loss is gained back throughout the year.*

*b.) Bill White, 2nd by Caroll Johnson, moved to rescind the previous motion to transfer the $157,000 to the Emergency fund, and divide the amount when necessary between the Emergency Fund and the Reserved account for the DWRFL loan for annual payments, the motion carried without opposition.*

*c.) Tabled Raise for employees*

*d.) Reminded the board of the Ethics Training for 2021*

*e.) Sexual harassment training for employees is scheduled for January 15, 2021 @ 10:00 a.m.*

*Scheduled training for the Board of Commissioners for February 8, 2021 @ 3:00 p.m.*

*f.) Lisa Gearen, 2nd by Richelle Bowman, approved the purchase of the QuickBooks program in the amount of $400.00 plus tax to update from the present 2018 version, the motion carried without opposition.*

*g.) Bill White, 2nd by Richelle Bowman, move to approve all financial statements for board meetings to be emailed, via a printed version, the motion carried without opposition.*

***Adjournment:***

*There being no further business, upon a motion by Caroll Johnson, 2nd by Bill White, 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 January 11, 2021 at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.*

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Paula Rose-Secretary/Treasurer