**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, July 13, 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, Caroll Johnson, and Lisa Gearen.***

***Absent: 0***

***Others Present:*** *Jeremy Joffrion, Joseph Delafield, Adam Rousseau & Rick Ruffino; Representatives with Core& Main, and Paula Rose.*

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

***Approval of Minutes:***

*Bill White, 2nd by Caroll Johnson, moved to adopt the Minutes of the June 2020 meetings and to forego the reading thereof, motion carried without opposition.*

***Approval of Financial reports:***

*Richelle Bowman, 2nd by Lisa Gearen, moved to adopt the financial reports as written for June 2020, the motion carried without opposition.*

***Payment authorization:***

*Caroll Johnson, 2nd by Richelle Bowman, moved to pay monthly invoices for July 2020, the motion carried without opposition.*

***Unfinished Business:***

*1.) Adam Roussell and Rick Ruffion with Core & Main representing the Neptune Meter program discussed the service of the present meter reading system that the District was currently using, explaining that the warranty would be null and void at the end of July 2020 and would no longer be available for a maintenance warranty or Neptune support.*

*The District could upgrade the system now and save approximately $3,000.00 or wait and pay the $7,000.00 plus training fees. The present cost would be approximately $4,000.00 with free training. They further discussed that the new upgrade would be a cloud-based on an Amazon software.*

*Mr. Joseph Delafied asked about the information being stored on Amazon Software Service and if the agreement between Core & Main and Amazon provide an indemnity obligation on the part of Amazon in case there is a Ransomware that would lock up their information?*

*Adam and Rick were not sure of the exact details of what agreement is between Core & Main and Amazon, they know it is encrypted, but they would have to check into and get back with the District. The company’s information is protected because it is cloud-based. The present software is going away and being replaced with the current software. Neptune 360 will have an annual maintenance fee, where in the past it was optional.*

***Richelle Bowman, 2nd by Lisa Gearen, moved to purchase the required upgrade to the MRX920v4 for the current Neptune Meter Program with an annual maintenance warranty at approximately $6,000.00, the motion carried without opposition.***

*2. a) Joseph Delafield, Legal Counsel informed the Board that the closing date for the LDH Water Revolving Loan Fund for the $2,000,000 has been moved to the month of August and a date has not been set, due to the governing bodies are still work on the state budget.*

*2. b) Joseph Delafield discuss the Ethics Findings that was submitted to the Ethics Committee by the District and the findings were as follows; and to make a part of the Minutes book:*

*Re: Louisiana Board of Ethics, Docket No. 2020-239*

*The Louisiana Board of Ethics (“Board”), at it’s May 8, 2020 meeting, considered your Agency Head Report regarding possible violations of the Louisiana Code of Governmental Ethics (“Code”) by Samuel Ashworth, Paula Ashworth Rose and Mathieu Rose.*

*After its comprehensive review and consideration of the information provided, it does not appear to the Board that the facts, as alleged, present a violation of any laws under the Board’s jurisdiction. Concerning Mr. Ashworth’s contract and the subsequent hiring of Ms. Rose: It appears that there has been no violation of La R.S. 42:111(B) because Ms. Ros has not participated in the contract between the District and Mr. Ashworth. Additionally, there appears to be no violation of La. R.S. 42:1113(A)(1)(a) because Ms. Rose was not a public servant at the time that Mr. Ashworth entered into the contract for lawn services with the District. However, the Board does caution Mr. Ashworth that he would be unable to renew or amend his contract with the District while his sister-Ms. Rose\_ remains employed by the District.*

*With regard to the employment of Ms. Rose and Mr. Rose (her son): It appears that there is no violation of La. R.S. 42:1112(B)(1) because Ms. Rose did not participate in any transaction related to Mr. Rose’s employment, including hiring. Furthermore, it appears that there is no violation of La R.S. 42:1119. Ms. Rose is not an agency head (La R.S. 42:1119(A) and is not a member of the governing authority-the Board of Commissioners (La R.S. 42:1119(B).*

*Accordingly, the Board declined to initiate an investigation at this time.*

*Mr. Joseph Delafield-Legal Counsel, stated that Mr. Ashworth could bid on the Lawn Service Contract when put out for bid, but could not renew his present contract.*

*The Board discussed the lawns service agreement to go out for advertisement in September, with bids to be opened in October 2020, and the bid packet should include land description of each property and it will be advertised as a package deal of bushhogging, weed eating and mowing. In the bid package it is to state that the property of the District will not be used for “cutting, baling, selling hay” and furthermore not “haying” equipment can be used on the property.*

***3.) Bill White****, 2nd by Richelle Bowman, moved to closed out all accounts at the b1Bank and move the accounts to the Sabine State Bank, located in DeRidder, and DeQuincy, and to open a required account herein named “Sinking Fund” at the First National Bank, the motion carried without opposition.*

***New Business:***

***1.) Adopt the 2020 Tax Millage:***

*Mr. Jerry Cooley, the Board President read the following resolution out loud:*

**RESOLUTION**

 BE IT RESOLVED, that the following millage(s) are hereby levied on the 2020 tax roll on all property subject to taxation by Waterworks District No. 2, Parish of Beauregard.

 MILLAGE

#  OPERATION AND MAINTENANCE17.450mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Beauregard, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2020, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

 The foregoing resolution was read in full; the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: 5 Jerry Cooley, Bill White, Caroll Johnson, Richelle Bowman and

 Lisa Gearen.

NAYS: 0

ABSTAINED: 0

ABSENT: 0

CERTIFICATE

 I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on July 13, 2020, at which meeting a quorum was present and voting.

 Singer, Louisiana, this 13th day of July, 2020.

***Richelle Bowman, 2nd by Lisa Gearen, moved to adopt the 2020 Non-Roll Forward Tax Millage of 17.450 mills, the motion carried without opposition****.*

*2.) Richelle Bowman, 2nd by Lisa Gearen, moved to approve the late penalties acquired by the Beauregard Parish Police Jury, will remain in arrears and that it is the responsibility of the Beauregard Parish Police Jury to pay in full the late fee penalties amount, the motion carried without opposition.*

*Jerry Cooley requested that the Secretary supply Joseph Delafield with a copy of what is due by the Police Jury and he can write a litter to them.*

***Maintenance Supervisor Report: Jeremy Joffrion:***

*1. Overview was given of the accomplishment for the month of June 2020*

*2. Jeremy Joffrion requested that the new computer to be tabled until he could get a quote.*

*3. Caroll Johnson, 2nd by Lisa Gearen, moved to purchase pipe and supplies to replenish the District’s inventory from Rural Pipe and Supplies in the amount of $8,100.81, the motion carried without opposition.*

*4. CWEF Grant: The Board will receive the CWEF grant money in the amount of $37,750.00 once the projects are completed and submitted to the Beauregard Parish Police Jury.*

 *Chlorine monitoring system $13,098.00*

 *Mission equipment $ 7,468.00*

 *Electrical $12,950.00*

 *Fields Chlorine system(remaining) $, 4,234.00*

 *Total $37,750.00*

*Bill White, 2nd by Caroll Johnson, moved to accept the CWEF Grant and its expenditures as shown above, the motion carried without opposition.*

*5.) Bill White, 2nd by Richelle Bowman, moved to supply 1 meal per day to the LWCC workers, the motion carried without opposition.*

*6.) Bill White, 2nd by Caroll Johnson, moved to hire William Quade Royer as an “Operator in Training” in the Maintenance Department, the motion carried without opposition.*

***Adjournment:***

*There being no further business, upon a motion by Bill White 2nd by Lisa Gearen, 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 July 13, 2020 at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.*

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

Paula Rose-Secretary/Treasurer