

**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, November 11, 2024, at the regular meeting place of said Board, 9252 Hwy 27, Singer, LA.*

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

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

***Absent: Lisa Gearen***

***Others Present: Mathieu Rose, and Michael C Wood***

***Public Participation: There was no one present for public participation***

***Approval of Minutes:***

*Richelle Bowman, 2<sup>nd</sup> by Caroll Johnson, moved to adopt the Minutes, and the financial reports as written for October 2024, and to forego the reading thereof, motion carried without opposition.*

***Payment authorization:***

*Richelle Bowman, 2<sup>nd</sup> by Caroll Johnson, moved to pay monthly invoices for November 2024, the motion carried without opposition.*

***Unfinished Business:***

- a) *The board reviewed, discussed, and signed the Water Sector Program Notice to Proceed for Project# A8-21040 with the effective date of the contract as set forth for August 19, 2024, with a NTP date of November 4, 2024, pursuant to Paragraph 4.01 of the General Conditions.*
- b) *The Board discussed the completion of Mr. Roberts Road, with the pending reimbursement from the Calcasieu Parish Police Jury per agreement.*
- c) *The Board discussed with Mathieu Rose-Operator Supervisor, upgrading parts of Cooper Road in DeQuincy. The discussion was to upgrade the water main to a 6" in 2025 with a projected cost as follows, excluding engineering cost.*
  - c-1) *In-house projection* *\$81,646.74*
  - c-2) *Out Sourced projection* *\$ 116,176.74*

***Bill White, 2<sup>nd</sup> by Caroll Johnson,*** moved to replace and relocate part of the existing 2" water main to a 6" on Cooper Road, DeQuincy, LA. The replacement will begin at the intersection of Coward Road-Cooper Road going South and ending at Hwy 12. The project will be funded in-house with a projected cost of \$81,646.74, plus engineering cost. The motion carried without opposition as follows:

*Yeas: 4- Jerry Cooley, Bill White, Richelle Bowman, and Caroll Johnson*  
*Nays: 0*  
*Abstain: 0*  
*Absent: 1-Lisa Gearen*

**Maintenance Supervisor Report: Mathieu Rose**

- a) System overview for October 2024 is as follows:
  - a-1) completed 65 work orders, installed 3 new services, repaired 6 leaks, and put Well 3 back in service. 1 water leak is pending on Old River Road
- b) Junction is being monitored, and is running smoothly. The system is scheduled for flushing in December 2024

Mathieu discussed with the Board of Commissioner the prospect of purchasing either a Boring machine, or a Skid Steer. He stated that he would get more use out of the Skid Steer, than the Boring machine, but wanted to discuss the options with the Board, and gain their insight on it.

The Board discussed the pros and cons of purchasing the equipment, but did not believe it would be beneficial to own a boring machine because of the limited man power and time. but also asked Mathieu to look into a possibility of an equipment grant.

**Bill White, 2<sup>nd</sup> by Richelle Bowman**, moved to table the discussion until further information could be obtain. The motion carried without opposition.

**Secretary Report: Paula Rose**

- a) Richelle Bowman, 2<sup>nd</sup> by Caroll Johnson, moved to adopt the 2025 Holiday Schedule as written, and the motion carried without opposition.
- b) Bill White, 2<sup>nd</sup> by Caroll Johnson, moved to adopt the 2025 annual meeting schedule, and the motion carried without opposition.
- c) Richelle Bowman, 2<sup>nd</sup> by Caroll Johnson, discussed and adopted the amendments to the 2024 budget as written, and the motion carried without opposition.
- d) Caroll Johnson, 2<sup>nd</sup> by Richelle Bowman, discussed, and moved to table the adoption of the 2025 budget until December 2024, and the motion carried without opposition.
- e) The Secretary discussed moving the \$345,000 water sector program company match to the Operation and Maintenance account in order to pay invoices for the Water Sector Program.

Caroll Johnson, 2<sup>nd</sup> by Richelle Bowman, moved to transfer \$345,000 from the Reserve account to the Operations and Maintenance account as agreed upon to meet the required stipulations set forth by the Water Sector Program to pay the necessary invoices from the company match. The motion carried without opposition as follows:

Yeas:	4	Jerry Cooley, Bill White, Richelle Bowman, and Caroll Johnson
Nays:	0	
Abstain:	0	
Absent:	1	Lisa Gearen

*The Board interviewed Mr. Michael Wood, and discussed his experience, as well as his time with LAWCO.*

**Richelle Bowman, 2<sup>nd</sup> by Carroll Johnson,** moved to hire Mr. Wood as an Operator in training with a starting pay of \$18 per hour, with a 90-probation period. The motion carried without opposition.

Yeas: 4 Bill White, Richelle Bowman, Carroll Johnson, and Jerry Cooley  
Nays: 0  
Abstain: 0  
Absent: 1 Lisa Gearen

**Adjournment:**

*There being no further business, Bill White, 2<sup>nd</sup> by Richelle Bowman, moved to adjourn the meeting, 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 November 11, 2024 at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.



Paula Rose-District Secretary/Treasurer



Jerry Cooley, President