**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, October 12, 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, and Lisa Gearen*

***Absent:*** *Caroll Johnson*

***Others Present:*** *Legal Counsel Joseph Delafield, Paula Rose, Jeremy Joffrion, Charles Burge, Dustyn and Tamra Rose, Clifton and Michelle Lockhart, Martha Spears, and Norma Bolton.*

***Approval of Minutes:***

*Lisa Gearen, 2nd by Richelle Bowman, moved to adopt the Minutes of the September 14, and 29th 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 September 2020, the motion carried without opposition.*

***Payment authorization:***

*Bill White, 2nd by Lisa Gearen, moved to pay monthly invoices for October 2020, the motion carried without opposition.*

*There were no amendments to the Agenda.*

***Public Participation:*** *Mr. Clifton Lockhart and Mr. Dustyn Rose complemented the Board of Commissioners on a job well done and offered their support. Mr. Dustyn Rose stated he wanted to congratulate the board on a job well done, he manages a company himself, and from a management standpoint, it looks like a success with all the work being done, with new facilities, with an upcoming new Well. You can look at the records and see where money has been saved, and also money well spent, which tells him that this company is doing a good job, and he, as well as this community is behind the Board 100%.*

***Unfinished Business:***

*Waterworks District No. 2, the AG Opinion requested by the Beauregard Parish Police Jury in the removal of the Board member without cause.*

*The Board met with the Beauregard Parish Police Jury at a Committee meeting on October 6, 2020 and came away with a consensus that they would not be removed without cause, and Mr. White met with Mr. Reeves after the meeting and both agreed to work together in the future.*

*Mrs. Martha Spears and Mr. Charles Burge asked if they needed to attend the Police Jury meeting on October 13, to show the communities support in keeping the present board because they are doing a good job for the water district and the community.*

*Lisa Gearen encouraged the community to begin attending all of the Beauregard Parish Police Jury meetings in the future, as well as the water districts, not just for this purpose, but to understand what goes on and to stay informed.*

*Lawn Service Agreement:*

*Mr. Joseph Delafield-Legal Counsel discussed putting the lawn service out for bid, and stated that he was going to add verbiage on accepting and refusing bids, and that he disagrees with allowing the use of subcontractors, due to the liability side of it.*

*Bill White, 2nd by Richelle Bowman, moved to include in the Lawn Service Maintenance Bid Package Proposal to include the following verbiage, the motion carried without opposition.*

 *a) No subcontracting is permitted by the winning bidder*

 *b) 5- year contract with annual reviews*

 *c) Reserve the right to reject any non-conforming bids, or any and all bids*

 *d) Bushhog every 6 weeks, unless otherwise needed*

 *e) To open sealed bids on December 14, 2020 @ 6:00 p.m.*

***New Business:***

*Richelle Bowman, 2nd by Bill White, moved to purchase 4 additional 500-gallons fuel tanks with equipment from Petroleum Materials for all sites that contain Wells and Generators to improve the Districts emergency preparedness readiness in the sum of $10,345.76, the motion carried without opposition.*

*The Commissioners discussed obtaining a diesel fuel tank on a trailer to use to fill onsite fuel containers, and no decision was made.*

*Jeremy Joffrion discussed the need for a larger 125kw generator for Wells 3 and 4, and the Generac generator at the main office does not operate the complete building, with the A/C and heat not wired to the generator on the North side of the building to run the office when on generator power and that needs to be address for future emergencies, and the part for the generator that was damaged at the office has not come in. Due to the second hurricane Delta, a quote has not been obtained for the rewiring and a new generator for the main office, but a larger one was needed. The present office generator ran for about 3 weeks, with a fuel cost of $1,401.75 before it stopped working. A quote was requested for the cost of a new generator and the rewiring of the central office.*

***Maintenance Report: Jeremey Joffrion***

*a) A system overview for the month of September, and damages from both Hurricanes Laura and*

 *Delta.*

 *Discussed possible leaks in the system and we are pumping 500 gpm, which is sustainable for*

 *our system, and if the board is in agreement, to put the Singer Water Main Plant*

 *improvements out for bid. The Board agreed.*

 *A discussion with Mark McCarty concerning the Capital Outlay grant, and they agreed to request to replace the present pumps with Tube Pumps for the Fields Plant.*

 *b) Lisa Gearen, 2nd by Richelle Bowman, moved to purchase tools and supplies from Rural Pipe*

 *and Supply in the amount of $4,639.25, the motion carried without opposition.*

*c) Review of OEP meetings that he and Paula had been attending via telephone.*

*d) Richelle Bowman, 2nd by Lisa Gearen, moved to approved the quote to repair the Chlorination*

 *system flow meter that was damaged from the hurricane by DXP for $4,262.00, the motion*

 *carried without opposition.*

***Secretary/Treasurer Report: Paula Rose***

*a) Bill White, 2nd by Richelle Bowman, moved to transfer $129,412.82 from the Reserved account to the Operation and Maintenance Account for the emergency expense from Hurricane Laura, the motion carried without opposition.*

*b) Richelle Bowman, 2nd by Bill White, moved to waive the late fees and disconnects for non-payment for October 2020 due to Hurricane Delta, but to reinstate such fees and disconnects for non-payment in November 2020, the motion carried without opposition.*

***Adjournment:***

*There being no further business, upon a motion by Bill White, 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 October 12, 2020 at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.*

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Paula Rose-Secretary/Treasurer