

Minutes of the Second Monthly Meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, held March 19, 2018 at the District's Office, 8814 Main Street, Houma Louisiana.

Present: Clifton Stoufflet, President Stephen Hornsby
John Pizzolatto, Vice-President Vincent Celestin
Chester Voisin, Secretary Kenneth Pitre
David Mosely Bobby Cockerham
Charles Brown, Sr.

There being a quorum present the meeting was called to order at 5:30 P.M., pursuant to proper notice in writing to each Board Member and posted in the manner required by law.

The meeting opened with a prayer led by Mr. John Pizzolatto, followed by the Pledge of Allegiance and Roll Call.

Upon motion by Mr. Bobby Cockerham, and seconded by Mr. Vincent Celestin, the minutes of March 5, 2018 were unanimously adopted as written.

Upon motion by Mr. Chester Voisin, and seconded by Mr. Stephen Hornsby, the Financial Report for February 2018 was unanimously accepted as presented.

Mr. David Waitz, with Waitz Engineering & Surveying, Inc., reported as follows:

1. *Project CIP-9-12-06, 12" Tunnel Blvd. Extension, 12" Mains on Liberty and Gabasse, and 8" Tie-in to Smith Lane*
Clear lien period complete; waiting on clear lien certificate from contractor. Additionally, an amendment to the engineering agreement has been submitted for approval and will result in an additional \$6,003.00 in additional services as a result of modifications to the construction plans as requested by staff.
2. *Project L-6-17-02 Tank Painting – Bayou Black Water Tank*
The engineering portion of this project is complete and we have submitted our final invoice which resulted in a total cost of \$16,000..

Mr. Walt Medley, All South Consulting Engineers, LLC, reported as follows:

1. *Project CIP-9-16-04, Waterline Replacement Along Bayou Blue Road, Bourg*
95% construction plans submitted for review February 5, 2018. Now working to complete Final Design, specifications and updated construction cost estimate.

Mr. Bryan Breaud, Providence Engineering & Design LLC, reported as follows:

1. *Project L-9-15-04 Waterline Replacement in Montegut*
Study and report phase is complete. Conducted a "plan in hand" on Tuesday. We are working on final design.

Mr. Houston Lirette, Architect, reported as follows:

1. *Project No. L-12-15-05 Office Renovation, Phase II*
Plans are being revised to include HVAC of entire building.
2. *Project No. L-1-16-02 Office Roof Replacement*
Project is in the design development phase.

The following bills were presented for payment.

All South Consulting Engineers, LLC, CIP Project	12,864.22
David Waitz Engineering & Surveying, Inc., CIP Project	27,329.00
Providence Engineering & Design, LLC, Local Project	4,186.00
David Waitz Engineering & Surveying, Inc., Local Project	6,512.50
IDModeling, Inc., Local Project	20,944.00

It was moved by Mr. Chester Voisin, and seconded by Mr. John Pizzolatto, to approve the capital improvement bills of the District for payment as presented. The motion was unanimously adopted.

Three calls were announced for anyone from the public wishing to address the Board. None.

Mrs. Melanie Caillouet, Providence Engineering & Design, LLC, addressed the Board regarding the Annual Consulting Engineering Report. Mrs. Caillouet highlighted areas of interest in the report. She reported that one of the reasons for the report is to make sure the District is meeting Parity Income which it did for Fiscal Year Ending June 30, 2017. Mrs. Caillouet advised that since the last approved rate increase was July 1, 2017, the District should consider implementing another rate increase plan. A Rate Study was done in the fall of 2017 but will be updated to provide recommendations for a rate increase plan. It was moved by Mr. David Mosely, and seconded by Mr. Stephen Hornsby, to accept the Annual Consulting Engineering Report for year ending June 30, 2017. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. John Pizzolatto, and seconded by Mr. Bobby Cockerham, to adopt the following Resolution:

A resolution approving an Amendment No. 1 to the Engineering Agreement dated January 21, 2016 for Project No. CIP-9-12-06, Tunnel Blvd. Extension, 12" Mains on Liberty and Gabasse, and 8" Tie-in to Smith Lane, Terrebonne Parish, Louisiana.

WHEREAS, Consolidated Waterworks District No. 1 (OWNER) did enter into an original engineering agreement with David A. Waitz Engineering and Surveying, Inc. (ENGINEER) dated January 21, 2016, recordation number 1498894 for "Project No. CIP-9-12-06, Tunnel Blvd. Extension, 12" Mains on Liberty and Gabasse, and 8" Tie-in to Smith Lane", and

WHEREAS, the OWNER has requested modifications to the construction plans upon recommendation of the OWNER's Staff. Specifically, the OWNER's Staff has requested that the project plans be revised due to unforeseen obstructions on Gabasse Street and Dunn Street; additionally the local hospital and a doctor's office requested that the water line be relocated to the opposite side of Dunn Street;

FURTHER, the OWNER requested that the water line be relocated which required additional servitudes and modifications to the construction plans upon recommendation of the OWNER's Staff and these modifications would also aid the OWNER with safer access and maintenance procedures in the future;

These proposed modifications to the construction drawings are addressed under Section 2. ADDITIONAL SERVICES OF ENGINEER, Paragraph 2.1.13 which specifies Revisions to Drawings requested by OWNER;

NOW THEREFORE, be it understood and agreed by the parties hereto to amend the Agreement Between Owner and Engineer for Professional Services as follows:

Amend Section 5. PAYMENTS TO ENGINEER, to read as follows:

Article 5.1 Method of Payment for Services and Expenses of ENGINEER

5.1.2.1 General. For Additional Services rendered under Paragraphs 2.1.1 through 2.1.20, inclusive (except services covered by Paragraph 2.1.10 and services as a consultant or expert witness under 2.1.19), on the basis of Exhibit "D". At this time, the following additional services are anticipated and the Estimated Costs shown below are recommended for budgetary considerations:

<u>Additional Services</u>	<u>Estimated Cost</u>
<i>Paragraphs:</i>	
2.1.4 Servitude Acquisitions	\$ 2,960.00
2.1.5 Permits and Approvals	\$ 2,252.50
2.1.12 Field Surveys	\$ 6,388.50
2.1.15 Reproducible Record Drawings	\$ 9,570.00
2.1.17 Supplemental O & M	\$-----0-----
2.2 Resident Project Services	\$ 33,870.00
5.1.3 Reimbursable Expenses	<u>\$ 600.00</u>
 Total	 \$ 55,641.00

The total of the Additional Services as authorized in the original Agreement Between OWNER and ENGINEER for Additional Services was \$49,638.00 and the OWNER hereby authorizes an increase in these services of \$6,003.00 for a total estimated cost of \$55,641.00 in Additional Services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Consolidated Waterworks District No. 1, Parish of Terrebonne, State of Louisiana, that the Board hereby approve Amendment No. 1 to the Engineering Agreement dated January 21, 2016 for an increase of \$6,003.00 to Additional Services.

WHEREUPON the motion was put to a vote and the vote thereon was as follows:

YEAS: 8

NAYS: 0

ABSENT AND NOT VOTING: 1

And the resolution was declared adopted on this 19th day of MARCH, 2018.

Upon recommendation of staff, it was moved by Mr. Stephen Hornsby, and seconded by Mr. David Mosely, to authorize the receipt of bids for Automatic Meter Reading Equipment on May 15, 2018 at 2:00 p.m. at the District's office. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. Kenneth Pitre, and seconded by Mr. Charles Brown, to authorize the receipt of bids for Project L-6-17-02 Tank Painting & Repair – Bayou Black Tank on June 13, 2018 at 2:00 p.m. at the District's office. The motion was unanimously adopted.

It was moved by Mr. Vincent Celestin, and seconded by Mr. Bobby Cockerham, to enter into Executive Session to discuss the cases entitled: 1) "Byron E. Talbot Contractor, Inc., vs. no. 180744 Consolidated Waterworks District No. 1, Lagreca Services, Inc., and Gray Insurance Company", 32nd Judicial District Court, and 2) "Consolidated Waterworks District No. 1 of the Parish of Terrebonne vs. no. 175886 Weeks Marine, Inc.", 32nd Judicial District Court. The motion was unanimously adopted.

It was moved by Mr. David Mosely, and seconded by Mr. Stephen Hornsby, to return to the regular order of business. The motion was unanimously adopted.

Mr. Mike Sobert, General Manager, reported that in February 2018, the District, specifically the Houma Plant service area, was in violation of the Safe Drinking Water Act. During the 1st quarter of 2018, the system's TTHMs at Dr. Beatrous Road were 81ppb, with 80 ppb being the upper limit. Mr. Sobert reported that the District is currently evaluating options to reduce the TTHMs. Mr. Sobert advised that all Public Notification requirements have been met.

At 6:39 P.M, there being no further business to come before the Board, it was moved by Mr. John Pizzolatto, and seconded by Mr. David Mosely, that this meeting adjourn. The motion was unanimously adopted.

Secretary

President

*NOTE: Unless otherwise noted, the President abstains from all voting.