

Minutes of the Second Monthly Meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, held May 20, 2019 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       | Bobby Cockerham    |
|          | David Mosely                    | Charles Brown, Sr. |
|          |                                 | Lloyd Kern, III    |

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. Bobby Cockerham, followed by the Pledge of Allegiance and Roll Call.

The meeting was conducted by Mr. John Pizzolatto, Vice-President.

Upon motion by Mr. Bobby Cockerham, and seconded by Mr. Stephen Hornsby, the minutes of May 6, 2019 were unanimously adopted as written.

Upon motion by Mr. Chester Voisin, and seconded by Mr. Vincent Celestin, the Financial Report for April 2019 was unanimously accepted as presented.

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

1. *Project H.001498 Waterline Replacement under Company Canal*  
Servitude documents signed 12/13/18. Preliminary drawings are complete. Permit drawings are complete and have been submitted. 95% final plans submitted to staff for review. Corps Permit received.

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

1. *Project CIP-9-16-04, Waterline Replacement Along Bayou Blue Road, Bourg*  
Substantial Completion inspection held Tuesday, May 7, 2019. Minor punch list items noted. Substantial Completion Certificate along with punch list submitted to CWD May 9, 2019.

Mr. Houston Lirette, Architect, reported as follows:

1. *Project No. L-12-15-05 Office Renovation, Phase II*  
As of this date, we are awaiting executed copy of Balancing Change Order from Contractor. Completed record drawings and digital copies of product data have yet to be provided.
2. *Project No. L-1-16-02 Office Roof Replacement*  
As of this date, we are awaiting executed copy of Balancing Change Order from Contractor.

Mr. Gene Milford, III, Milford & Associates, Inc., reported as follows:

1. *Project No. SPN H.008411 Bayou Terrebonne Bridge Waterline Relocation*  
LaDOTD is reviewing final and equalizing change order.

Mr. Jacob Prosperie, Waterworks Staff Engineer, reported as follows:

1. *Project L-6-17-02 Tank Painting – Bayou Black Water Tank*  
Project is in the clear lien period. All punch list items have been addressed. A final balancing change order will be presented tonight.

Mr. Nicholas Matherne, APTM, reported as follows:

1. *Project No. L-4-17-01 Replace Water Mains Along Palm Avenue*  
Preliminary design complete. Projected to finalize design by 5/24/19.

Mr. Shane Guin, High Tide Consultants, Inc., reported as follows:

1. *Project No. SPN H.010890 Hollywood Road Roundabout*  
Preliminary and final design are complete and the package has been submitted to LaDOTD. Asking Board to allow us to bid project once permit and approvals are received from LaDOTD. New estimated cost of construction is \$87,715.00.

The following bills were presented for payment.

|   |           |
|---|-----------|
| E.H. Wachs, Valve Maintenance Trailer               | 66,136.66 |
| Providence Engineering & Design, LLC, Local Project | 1,562.50  |
| APTIM Environmental, Local Project                  | 330.00    |
| D& M Tank LLC, L-6-17-02                            | 15,435.00 |

It was moved by Mr. Chester Voisin, and seconded by Mr. Clifton Stoufflet, 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.

Mr. Ed Daigle of USI presented Property, Casualty and Worker's Compensation insurance renewals to the Board. Mr. Daigle advised that the overall increase in premiums was 2%. After discussion, and upon recommendation of staff, it was moved by Mr. Chester Voisin, and seconded by Mr. Bobby Cockerham, to 1) renew the EDP, Worker's Compensation and Liability Package with current carriers at a renewal rate of \$299,099.00 effective July 1, 2019, 2) renew the Property insurance coverage with current carrier at a renewal rate of \$242,966.87 effective July 1, 2019, and 3) renew the Pollution Liability insurance with the current carrier at a renewal rate of \$64,738.58 for a 3-year period. The motion was unanimously adopted. Mr. Voisin asked Mr. David Norman, Legal Advisor, to speak with Mr. Jerry Osborne, Bond Attorney, to determine if there are any bond requirements relative to Property Insurance coverage limits.

Mr. Charles Brown left the meeting.

Upon recommendation of staff, it was moved by Mr. David Mosely, and seconded by Mr. Stephen Hornsby, to adopt the following Resolution:

*A resolution providing for the approval of Change Order No. 1 to the Construction Agreement between Owner and Contractor for Project No. L-6-17-02, Bayou Black Elevated Tank Rehabilitation, Terrebonne Parish, Louisiana.*

*WHEREAS, the OWNER (Consolidated Waterworks District No. 1) entered into an agreement with D & M Tank, LLC for the rehabilitation of the Bayou Black Water Storage Tank under a Resolution dated July 16, 2018; and*

*WHEREAS, it is necessary to balance the quantities of the construction items utilized on this project, being increases or decreases and/or adding items or omitting certain items that were not utilized; and*

*WHEREAS, this change order will decrease the contract by \$82,849.00, making the total contract amount \$343,606.00; and*

*WHEREAS, this change order is required to increase the contract time by Ninety-five (95) calendar days due to inclement weather,*

*WHEREAS, it is the recommendation of the OWNER's Staff that said Plan Change No. 1 be approved and accepted.*

*NOW, THEREFORE BE IT RESOLVED that the Board of Consolidated Waterworks District No. 1, does hereby authorize its President, Clifton J. Stoufflet, to execute Change Order No. 1 to the Agreement between Owner and Contractor for Project No. L-6-17-02, Bayou Black Elevated Tank Rehabilitation, Terrebonne Parish, Louisiana, and*

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

*THERE WAS RECORDED:*

*YEAS: 7*

*NAYS: 0*

*ABSENT AND NOT VOTING: 2*

*And the resolution was declared adopted on this 20<sup>th</sup> day of May 2019.*

Upon recommendation of staff, it was moved by Mr. Stephen Hornsby, and seconded by Mr. David Mosely, to adopt the following Resolution:

*WHEREAS, the Consolidated Waterworks District No. 1 entered into a contract agreement with LaGreca Services, Inc. for the Project No. CIP-9-16-04, Waterline Replacement Along Bayou Blue Road, Bourg, filed under Entry No. 1561810 in the Terrebonne Parish Courthouse on July 3, 2018, and*

*WHEREAS, the Project Engineer, All South Consulting Engineers, LLC, has submitted a Certificate of Substantial Completion for this project,*

*NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Consolidated Waterworks District No. 1, Terrebonne Parish, Louisiana, does hereby accept Project No. CIP-9-16-04 known as Waterline Replacement Along Bayou Blue Road, Bourg as substantially complete; and,*

*BE IT FURTHER RESOLVED that this resolution and accompanying Substantial Completion Certificate be recorded in the Terrebonne Parish Clerk of Court's Office to begin the forty-five day lien period.*

*THERE WAS RECORDED:*

*YEAS: 7*

*NEAS: 0*

*ABSENT AND NOT VOTING: 2*

*And the Resolution was declared adopted on this 20<sup>th</sup> day of May, 2019*

It was moved by Mr. Bobby Cockerham, and seconded by Mr. John Pizzolatto, to enter into Executive Session to discuss the professional competency and character of the General Manager. The motion was unanimously adopted.

At 6:35 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.

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Secretary

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President

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