

Minutes of the Second Monthly Meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, held June 15, 2020 at the District's Office, 8814 Main Street, Houma Louisiana.

Present: David L. Mosely, President Stephen Hornsby  
John Pizzolatto, Vice-President Vincent Celestin  
Chester Voisin, Secretary Charles Brown, Sr.  
Clifton Stoufflet Lloyd Kern, III

Absent: Richard Bazet, Jr

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. Charles Brown, followed by the Pledge of Allegiance and Roll Call.

It was moved by Mr. Chester Voisin, and seconded by Mr. Vincent Celestin, to open the Public Hearing for the Budget for fiscal year July 1, 2020 to June 30, 2021. The motion was unanimously adopted.

The President made three calls to the public for anyone who wished to be heard for the Public Hearing for the ensuing Budget of Consolidated Waterworks District No. 1, for fiscal year July 1, 2020 to June 30, 2021. There were none present.

It was moved by Mr. Clifton Stoufflet, and seconded by Mr. Stephen Hornsby, to close the Public Hearing. The motion was unanimously adopted.

It was moved by Mr. Clifton Stoufflet, and seconded by Mr. Charles Brown, to accept the 2020-2021 Budget and adopt the following resolution.

### **RESOLUTION**

*WHEREAS, the Consulting Engineer and Administrative Staff and Accountant for the Consolidated Waterworks District No. 1, Terrebonne Parish, Louisiana, has presented a Budget for the fiscal year July 1, 2020 through June 30, 2021; and*

*WHEREAS, after publication as required by law, a public hearing was held to discuss the Budget on June 15, 2020; and*

*WHEREAS, this proposed budget has been reviewed by the Members of the Board, the Board's Accountant, the Board's Bonding Attorney, and the Board's Legal Counsel; and*

*WHEREAS, the Budget reasonably indicates the financial operations of the Board for the fiscal year July 1, 2020 to June 30, 2021; now therefore*

*BE IT RESOLVED by the Board of Commissioners of Consolidated Waterworks District No. 1, Terrebonne Parish, Louisiana that this Budget be accepted and implemented July 1, 2020, and the approved payroll adjustments be implemented with the first full payroll in July 2020.*

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

*YEAS: 7*

*NAYS: 0*

*ABSENT: 1*

*NOT VOTING: 1*

*and said Resolution was declared adopted on this 15<sup>th</sup> day of June 2020.*

Upon motion by Mr. Stephen Hornsby, and seconded by Mr. Lloyd Kern, the minutes of June 1, 2020 were unanimously adopted as written.

Upon motion by Mr. Chester Voisin, and seconded by Mr. John Pizzolatto, the minutes of June 1, 2020 Salary, Benefits & Insurance Committee were unanimously adopted as written.

Upon motion by Mr. Chester Voisin, and seconded by Mr. Clifton Stoufflet, the Financial Reports for May 2020 were unanimously accepted as presented.

Engineering Reports were provided to the Board as follows:

1. *Project No. L-4-17-01 Replace Water Mains Along Palm Avenue (APTIM)*  
TPCW provided contractor with notification to resume work on June 1, 2020. To date contractor has only remobilized some equipment and material to the job site.
2. *Project No. SPN H.010890 Hollywood Road Roundabout (High Tide Consultants)*  
Working with CWWDD staff on addressing various comments from DOTD concerning CO #1. We expect the last round of comments (received 5/11) to be the last and stay optimistic for approval in the upcoming weeks. Clear lien affidavit was received on May 19, 2020.
3. *Project No. CIP-9-18-03 Effluent Line – Schriever Water Treatment Plant to Bayou Lafourche (David Waitz Engineering)*  
We are approximately 75% complete with the surveying portion of the project.

There were no capital improvement bills to be paid.

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

At the request of the Project Engineer and upon recommendation by Staff, it was moved by Mr. John Pizzolatto, and seconded by Mr. Vincent Celestin, that final approval be granted to PD-04-19-02 Heritage Manor Waterline Loop, (1 lot), and that the waterline be accepted into the system for maintenance and operation. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. Clifton Stoufflet, and seconded by Mr. Stephen Hornsby, to enter into an Engineering Agreement with All South Consulting Engineers, LLC and to authorize the President to sign said agreement on behalf of the District for Project L-6-20-02 Waterline Through Sports Park Complex from Highway 311 to Valhi Blvd. The motion was unanimously adopted.

Mr. Michael Sobert, General Manager, reported that bids were received for automatic meters on June 10, 2020. The only bidder was Coburn Supply Company, Inc. Mr. Sobert advised that Coburn's is a distributor of Badger Meters and the bid was in order. Upon recommendation of staff, it was moved by Mr. Stephen Hornsby, and seconded by Mr. Chester Voisin, to award the bid for automatic meters to Coburn Supply Company, Inc. The motion was unanimously adopted.

It was moved by Mr. Chester Voisin, and seconded by Mr. Clifton Stoufflet, to adopt the final budget amendments for FYE June 30, 2020. The motion was unanimously adopted.

The floor was opened to nominations for President of the Board.

Mr. Clifton Stoufflet nominated Mr. Mr. Chester Voisin to serve as President. Mr. Charles Brown nominated Mr. Vincent Celestin as President. It was moved by Mr. Stephen Hornsby, and seconded by Mr. Clifton Stoufflet, to close the nominations. The nomination was voted on with 5 for Mr. Chester Voisin and 2 for Mr. Vincent Celestin. Mr. Chester Voisin was accepted to serve President for July 1, 2020 to June 30, 2021.

Nominations were opened for Secretary. Mr. Chester Voisin nominated Mr. Clifton Stoufflet to serve as Secretary. Mr. Charles Brown nominated Mr. Vincent Celestin, but he declined. It was moved by Mr. Chester Voisin, and seconded by Mr. Stephen Hornsby, to close the nominations. The nomination was voted on and unanimously adopted.

It was moved by Mr. Chester Voisin, 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.

It was moved by Mr. Clifton Stoufflet, and seconded by Mr. Chester Voisin, to return to regular session. The motion was unanimously adopted.

It was moved by Mr. Chester Voisin, and seconded by Mr. Vincent Celestin, to authorize a 5% pay increase for Mr. Michael Sobert, General Manager, for FYE 2020-2021. A substitute motion was offered by Mr. Charles Brown, and seconded by Mr. John Pizzolatto, to authorize a 10% pay increase for Mr. Michael Sobert, General Manager, for FYE 2020-2021. A second substitute motion was offered by Mr. John Pizzolatto, and seconded by Mr. Stephen Hornsby, to authorize a 7.5% pay

increase for Mr. Michael Sobert, General Manager, for FYE 2020-2021. The second substitute motion was voted on and unanimously adopted. Mr. Chester Voisin and Mr. Charles Brown withdrew their respective motions.

At 6:37 P.M, there being no further business to come before the Board, it was moved by Mr. John Pizzolatto, and seconded by Mr. Vincent Celestin, 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.