

Minutes of the Second Monthly Meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, held July 19, 2021 at the District's Office, 8814 Main Street, Houma Louisiana.

Present: Chester Voisin, President Vincent Celestin
John Pizzolatto, Vice-President Charles Brown, Sr.
Clifton Stoufflet, Secretary Teri Chatagnier
Stephen Hornsby Wilbert Thomas
Kenneth Ellender

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. Clifton Stoufflet, followed by the Pledge of Allegiance and Roll Call.

Upon motion by Mr. Vincent Celestin, and seconded by Mr. Wilbert Thomas, the minutes of June 21, 2021 were unanimously adopted as written.

Upon motion by Mr. Clifton Stoufflet, and seconded by Mr. Stephen Hornsby, the Financial Reports for June 2021 were unanimously accepted as presented.

Mrs. Melanie Caillouet, Providence Engineering & Environmental Group, LLC, reported as follows:

1. *Project L-5-21-04 Emergency Replacement of 24" Main Transmission Line.*
Geotech has been finalized and sent to TPCW and BET. Surveying is complete. The wetland delineation visit is complete. Specs 70% complete and Plans 90-95% complete.

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

1. *Project No. CIP-9-18-03 Effluent Line – Schriever Water Treatment Plant to Bayou Lafourche*
We are working on obtaining necessary rights-of-way and are commencing work on the preliminary plans for the project.

Mr. Stevie Smith, All South Consulting Engineers, reported as follows:

1. *Project No. L-6-20-02 Waterline Extension Along Bayou Country Parkway and Valhi Blvd.*
Waterline is complete and ready for use. Punch list items remain.

Mr. Michael Sobert reported for High Tide Consultants, LLC as follows:

1. *Project No. L-7-20-04 Montegut Waterline Replacement.*
Pre-bid held July 14, 2021 with 3 contractors in attendance. Will be working on addenda to address any comments from Pre-bid or RFI submittals. Staff has decided to change the pipe size for this project to 12" instead of 10" as it is more readily available. At the request of staff, it was moved by Mr. John Pizzolatto, and seconded by Mr. Stephen Hornsby, to deviate from the regular order of business to handle a change in the bid date. With no objection from the public, the motion was unanimously adopted. It was moved by Mr. Stephen Hornsby, and seconded by Mr. Clifton Stoufflet, to authorize the bid date for Project L-7-20-04 Montegut Waterline Replacement to be changed from July 28, 2021 to August 4, 2021 at 2:00 pm at the District's office. The motion was unanimously adopted.

The following bills were presented for payment:

Providence Engineering & Environmental Group, LLC, Local Project	52,889.25
All South Consulting Engineers, LLC, Local Project	1,298.64
High Tide Consultants, LLC, Local Project	26,199.02
B&B Underground Utility Services, Inc., L-4-21-03	5,600.00

It was moved by Mr. Clifton Stoufflet, and seconded by Mr. Charles Brown, 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.

Ms. Leslie Miller, 3368 Family Drive, Gray, addressed the Board for a variance for water service to 3368 Family Drive. Ms. Miller stated that her family owns a piece of property off Family Drive, however the homeowners in front of her property that are along Mobile Estates Drive will not give her a servitude to run her service line to Mobile Estates Drive. Terrebonne Parish Consolidated Government agreed to give Ms. Miller a Letter of No Objection to run her service through the Parish right-of-way on Family Drive to Mobile Estates Dr. Her meter will be placed at the corner of Mobile Estates Drive and Family Drive. After discussion, it was moved by Clifton Stoufflet, and seconded by Mr. Charles Brown, to grant the request for a variance to Ms. Leslie Miller and Mr. Selathian Miller for water service to their property located at 3368 Family Drive, Gray, La., and for placement of a water meter within TPCG's right-of-way at the corner of Mobile Estates Drive and Family Drive as requested with said variance subject to the execution and recordation of the Revocable Variance Application for Water Service. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. John Pizzolatto, and seconded by Mr. Charles Brown, to authorize the upgrade of the 8" waterline for PD-5-21-01 Garden Estates Subdivision to a 12" waterline with TPCW paying the difference in cost up to \$60,000. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. Charles Brown, and seconded by Mr. Wilbert Thomas, to approve Amendment No. 2 to the Engineering Agreement for an increase of \$2,000 for Right-of-way Acquisition for Project L-6-20-02 Waterline Extension Along Bayou Country Parkway and Valhi Road. The motion was unanimously adopted.

Mr. Michael Sobert, General Manager, reported that several subdivisions have been developed, including the Neighborhood Walmart, at the outskirts of Thibodaux. These subdivisions are located in Terrebonne Parish but are connected to the City of Thibodaux public sewer system. It was moved by Mr. Charles Brown, and seconded by Mr. Wilbert Thomas, to authorize the President to execute a Cooperative Endeavor Agreement with the City of Thibodaux whereby the District would bill and collect for sewerage maintenance fees on behalf of the City of Thibodaux. The motion was unanimously adopted.

Mr. Michael Sobert reported that bids for Meter Reading Equipment were received on July 14, 2021. There was only one bidder, Badger Meter Co., TPCW's current supplier. Prices were bid for several types of equipment as per the specifications. The new price for the most used ¾" meter is approximately 8% less than last year. It was moved by Mr. Stephen Hornsby, and seconded by Mr. Kenneth Ellender, to award the bid for meter reading equipment to Badger Meter Co. The motion was unanimously adopted.

Mr. Michael Sobert, reported that the District does not have a formal Emergency Closure Policy outlining employee pay in case of an emergency office closure. This type of policy is necessary should the District ever file a FEMA claim. It was moved by Mr. John Pizzolatto, and seconded by Mr. Vincent Celestin, to adopt the Emergency Closure Policy presented by staff, The motion was unanimously adopted, and the policy is made a part of these minutes hereto.

At 6:19 P.M, there being no further business to come before the Board, it was moved by Mr. John Pizzolatto, and seconded by Ms. Teri Chatagnier, that this meeting adjourn. The motion was unanimously adopted.

Secretary

President