

Minutes of the Second Monthly Meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, held November 16, 2020 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

Absent: Richard Bazet, Jr. Wilbert Thomas

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. Charles Brown, the minutes of November 2, 2020 were unanimously adopted as written.

Upon motion by Mr. Charles Brown, and seconded by Mr. Vincent Celestin, the minutes of October 5, 2020 were unanimously adopted as written.

Upon motion by Mr. John Pizzolatto, and seconded by Mr. Clifton Stoufflet, the Financial Reports for October 2020 were unanimously accepted as presented.

Mr. Kevin DeZarn, APTIM, reported as follows:

1. *Project No. L-4-17-01 Replace Water Mains Along Palm Avenue (APTIM)*  
Final inspection on October 30, 2020. APTIM recommends final acceptance of project. Shaw Construction will submit the Certificate of Clear Lien along with final payment application.

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 (David Waitz Engineering)*  
We are working on obtaining necessary rights-of-way.

Mr. Clark Capone, All South Consulting Engineers, reported as follows:

1. *Project No. L-6-20-02 Waterline Extension Along Bayou Country Parkway and Valhi Blvd.*  
Plans and specs are underway. Process of acquiring ROW from Danos Properties, Tri-State Land Company and TPCG is underway.

The following bills were presented for payment:

All South Consulting Engineers, LLC, Local Project 5,916.20

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.

At the request of the Project Engineer and upon recommendation by Staff, it was moved by Mr. Stephen Hornsby, and seconded by Mr. Vincent Celestin, that conditional approval of a waterline layout be granted to PD-11-20-02 Parc Evangeline Subdivision, for an 8” waterline and fire hydrant according to the subdivision policy. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. Clifton Stoufflet, and seconded by Ms. Teri Chatagnier, to authorize advertising for bids to be received for Material Supplies of the District on December 17, 2020 at 2:00 pm at the District Office. The motion was unanimously adopted.

Upon recommendation of staff and with the agreement of Jesse Doiron, it was moved by Ms. Teri Chatagnier, and seconded by Ms. John Pizzolatto, to authorize extending the Labor and Equipment Contract with Jesse Doiron, Inc. to December 31, 2021. The motion was unanimously adopted.

Upon recommendation of staff, it was moved by Mr. Charles Brown, and seconded by Ms. Stephen Hornsby, to authorize advertising for bids to be received for Digging Contractor of the District on December 21, 2020 at 10:00 am at the District Office. The motion was unanimously adopted.

Mrs. Monique Prosperie, Billing & Collections Manager, gave a presentation outlining billing and collection processes of the District.

At 6:09 P.M, there being no further business to come before the Board, it was moved by Mr. Vincent Celestin, and seconded by Mr. John Pizzolatto, that this meeting adjourn. The motion was unanimously adopted.

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Secretary

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President