

Minutes of the Second Monthly Meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, held December 17, 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	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. 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 December 3, 2018 were unanimously adopted as written.

Upon motion by Mr. Chester Voisin, and seconded by Mr. Bobby Cockerham, the minutes of December 3, 2018 Salary, Benefit & Insurance Committee were unanimously adopted as written.

Upon motion by Mr. Chester Voisin, and seconded by Mr. Bobby Cockerham, the Financial Report for December 2018 was unanimously accepted as presented.

Mr. Dan Toepfer, Audit Director for Bourgeois Bennett, and Mr. Logan Coriell, Senior Auditor, presented the Audit Report of Consolidated Waterworks District No. 1 for fiscal year ending June 30, 2018. Mr. Toepfer briefly went over the financial statements. No compliance findings were discovered through the audit process. Waterworks complied in all areas. It was moved by Mr. Chester Voisin, and unanimously seconded to accept the Audit Report for FYE June 30, 2018.

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

1. *Project H.001498 Waterline Replacement under Company Canal*  
Servitude documents should be signed 12/13/18. Preliminary drawings are complete. Permit drawings are complete and have been submitted.

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

1. *Project CIP-9-16-04, Waterline Replacement Along Bayou Blue Road, Bourg*  
Construction began Monday, July 30, 2018. Construction underway. Extended rains are slowing construction.

Mr. Houston Lirette, Architect, reported as follows:

1. *Project No. L-12-15-05 Office Renovation, Phase II*  
Construction progress is on schedule. Progress meeting held Monday, 12/17/18.
2. *Project No. L-1-16-02 Office Roof Replacement*  
Shop drawings for roofing system have been reviewed. Delivery of retrofit framing system this date. Contractor to mobilize and begin framing on Monday, 12/17/18.

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

1. *Project No. SPN H.008411 Bayou Terrebonne Bridge Waterline Relocation*  
Line has been pressure tested and is being health sampled. Waiting on Atmos Gas to relocate line that is in the way of tie-in. They are on Christmas break until 1/7/19.

Jacob Prosperie, Waterworks Staff Engineer, reported as follows:

1. *Project L-6-17-02 Tank Painting – Bayou Black Water Tank*  
Contractor continuing with hot work – 90% complete. Contractor has delivered to site blasting equipment and has mounted containment outriggers on the roof of the tank. Third pay request submitted and approved 12/6/18.

The following bills were presented for payment.

Providence Engineering & Design, LLC, Local Project	12,880.25
D& M Tank LLC, L-6-17-02	10,086.75
B.E.T. Construction, L-12-15-05	71,853.11
B.E.T. Construction, L-12-15-05	76,111.95
All South Consulting Engineers, LLC, CIP Project	3,583.87
Lagreca Services, Inc., CIP-9-16-04	150,217.90

It was moved by Mr. Chester Voisin, 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. David Mosely, and seconded by Mr. Vincent Celestin, that conditional approval of a waterline layout be granted to PD-12-18-01 Polk Street Bridge Replacement, for a 12” waterline and fire hydrant according to the subdivision policy. The motion was unanimously adopted.

Mr. Mike Sobert reported on the Material Bids received December 12, 2018. Staff recommended awarding the bids to the low bidders for each item “A” through “HH”. It was moved by Mr. John Pizzolatto, and seconded by Mr. Charles Brown, to award the bids to the low bidders as recommended by Staff. The motion was unanimously adopted. A copy of the bid tabulations is made a part of these minutes herein.

It was moved by Mr. Stephen Hornsby, and seconded by Mr. David Mosely, to approve a “grandfathered” Master Meter Agreement for Claire Bergeron Trailer Park. The motion was unanimously adopted.

At 6:12 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.