PROCEEDINGS OF THE BOARD OF WATERWORKS COMMISSIONERS OF WATERWORKS DISTRICT NO. 3 (COTEAU) OF THE PARISH OF IBERIA, STATE OF LOUISIANA, (THE "DISTRICT"), TAKEN AT THE MONTHLY MEETING HELD ON MONDAY, FEBRUARY 11, 2019, AT THE WATERWORKS DISTRICT #3 OFFICE, 4104 COTEAU ROAD, NEW IBERIA, LOUISIANA 70560

Thereupon, President Jody Suire called the meeting to order at 12:03 p.m.

Attendance of the Board was as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
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<tr>
<td>Jody Suire, President</td>
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<td>Everette Manuel, Vice-President</td>
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<td>Terry LeBlanc, Treasurer</td>
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<td>Paul Trahan, Secretary</td>
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<td>Timothy Nugent, Member</td>
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Also present at the start of the meeting were Dale LeBlanc, Engineer with Dubroc Engineering; Philip Flugence, Plant Operator; Brenda Romero, Office Manager, and Carolyn L. Romero, Recording Secretary.

The meeting was opened with the Pledge of Allegiance.

Roll call: Board members present at the start of the meeting were Jody Suire, Everette Manuel, Paul Trahan; Terry LeBlanc and Timothy Nugent.

Board member absent: None.

It was motioned by Everette Manuel and seconded by Paul Trahan to accept the minutes of the Monthly Meeting of Monday, January 14, 2019 as published. Motion carried by unanimous vote.

ITEM #1 PERSONS TO ADDRESS THE BOARD

No one was present to address the board.

ITEM #2 - ENGINEER’S REPORT

ITEM #2.1 Coteau Road and Fremin Road Water System Improvements

Dale LeBlanc updated the board on Contract No. 3 Coteau Road (Snapper Road to Coteau Elementary School) and advised the board that this project is still on hold; waiting on DOTD to complete plans.

Dale LeBlanc updated the board on Contract No 4 Fremin Road (The Ridge Subdivision to Boyance Road) and advised that the project is under construction, the water line is complete and we should close out this project next month if no one wants meters.
ITEM #2.2 Dale LeBlanc updated the board regarding Water System Improvements, Facility Planning and Control Projects, Contract No. 4 Water Lines (Captain Cade Rd, Oliva Rd., Melancon Rd, Seymour Migues Rd) and advised that water line on Oliva Road is complete; Melancon Road coulee crossing is in and the contractor is waiting on it to dry up so he can make tie ins on each end; Seymour Migues Road is complete; Captain Cade Road is complete except for tie in at Delmar.

Terry LeBlanc asked if the trailer park has submitted plans.

Brief discussion was had regarding Roger Duncan’s trailer park.

Dale LeBlanc advised the board that FPC Projects Contract No. 4 Water Lines is 88% complete on State Contract.

ITEM #2.3 Dale LeBlanc updated the board on Water Well Maintenance work and advised that it would take about three days to get Water Well #3 back in service and it should run a week before work would start on Water Well #4.

Discussion was had regarding costs of repairs to water wells.

ITEM #2.4(a) Dale LeBlanc updated the board regarding Water System Improvements LCDBG Block Grant Project and advised that Neal Construction is working five (5) roads (Chastant Road, Freetown Road, Graceland Drive, Livingston Road and Linden Lewis Road); is 40% complete and ahead of schedule.

ITEM #2.4(b) Dale LeBlanc advised the board that Iberia Parish Government would donate the water lines on LCDBG Block Grant Project to Waterworks District #3 (Coteau) once the project is complete and recommended approval of a resolution.

Discussion was had regarding this matter.

It was motioned by Terry LeBlanc and seconded by Everette Manuel to approve a resolution to authorize the President to sign acceptance of donation of water lines on LCDBG Block Grant Project from Iberia Parish Government once the project is complete. Motion carried by unanimous vote.

The following resolution was offered by Terry LeBlanc, seconded by Everette Manuel and unanimously carried.

RESOLUTION

A RESOLUTION GRANTING THE AUTHORITY TO THE CHAIRMAN TO SIGN A COOPERATIVE ENDEAVOR AGREEMENT WITH IBERIA PARISH GOVERNMENT RELATIVE TO THE FY 2017 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT
WHEREAS, the Iberia Parish Government submitted an application dated November 2, 2015 for funding under the Fiscal Year 2017 Louisiana Community Development Block Grant (LCDBG) Program for a water system improvements project to install new water distribution waterlines in two target areas in the unincorporated area of the Parish within the service area of the Waterworks District No. 3 (Coteau) of Iberia Parish; and

WHEREAS, LCDBG Contract No. 2000331581 is providing grant funds to the Iberia Parish Government in the amount of $800,000.00 to fund the construction cost of these new water distribution systems with the Waterworks District No. 3 (Coteau) of Iberia Parish committing to and paying the engineering fees and administrative fees associated with the project; and

WHEREAS, in accordance with the rules and regulations of the Louisiana Community Development Block Grant program, Waterworks District No. 3 (Coteau) of Iberia Parish desires to enter into an Intergovernmental Cooperative Agreement with the Iberia Parish Government to accept the transfer of ownership along with the operation and maintenance of said water distribution system improvements, once the construction of said project is accepted as 'substantially complete' by the Iberia Parish Government.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau) of Iberia Parish that Jody Suire, Chairman, is hereby authorized to sign the Intergovernmental Cooperative Agreement with the Iberia Parish Government in connection with the Fiscal Year 2017 Louisiana Community Development Block Grant Program water system improvements project, specifically the water system to be installed on Freetown Road, Livingston Road, Chastant Road, Graceland Road and Lindon Lewis Road, to accept the transfer of ownership of said water system improvements along with the operation and maintenance of the water distribution system from the Iberia Parish Government to Waterworks District No. 3 (Coteau) of Iberia Parish.

THEREUPON, the above resolution was duly adopted.

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CERTIFICATE
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I, Paul Trahan, Secretary of Waterworks District No. 3 (Coteau) of Iberia Parish do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Commissioners of Waterworks District No. 3 (Coteau) of Iberia Parish on February 11, 2019 at which time a quorum was present and voting.

Paul Trahan
Secretary
Waterworks District No. 3 (Coteau)
ITEM #2.4(c) Dale LeBlanc updated the board regarding meter installation procedures on the LCDBG Block Grant Project.

Discussion was had regarding meter installations on this project.

Dale LeBlanc handed to the board copies of a letter with attachments which was mailed to all residents on Chastant Road, Freetown Road, Graceland Drive, Livingston Road and Linden Lewis Road and reviewed it with the board.

ITEM #2.5 Dale LeBlanc advised the board that he had no update on Water Plant Repairs and Improvements as this would be addressed later during this meeting.

ITEM #2.6 Dale LeBlanc presented invoices for informational purposes only.

Dale LeBlanc presented copies of “Water Rates of Area Water Systems, February, 2019”, for informational purposes only.

ITEM #3 Paul Trahan updated the board regarding repairs to the water plant and costs and advised that we do have a quote to change out the compressor and tie in for just under $2,000.00.

Lengthy discussion was had regarding repairs and updating of the water system.

Dale LeBlanc agreed to talk with APT Controls to prepare a plan to make immediate necessary repairs to the water plant.

Jody Suire advised the board that line item 573000 would be used to cover expenses to replace equipment in the water plant.

No action.

ITEM #4 Everette Manuel updated the board regarding plant maintenance issues.

Philip Flugence reviewed a list of maintenance concerns which should be addressed on a regular schedule.

Discussion was had regarding a need to have a regular check list for all water plant maintenance.

ITEMS #5 & #6 Terry LeBlanc addressed the board regarding the installation of a capillary string to water wells #3 and #4.

Discussion was had regarding the advantages of capillary string versus the present system.

ITEM #7 Brenda Romero advised the board that new hand-held meter reading devices would cost $13,000 and we must move money in line items.

Discussion was had regarding this matter.
It was motioned by Terry LeBlanc and seconded by Paul Trahan to move $13,000 from Line Item 573000 Impr Other Building to Line Item 574100 Equipment & Furn. to cover the cost of meter reading hand-holds. Motion carried by unanimous vote.

ITEM #8 Discussion was had regarding the employment of a Plant Operator.

Jody Suire advised that interviews would possibly be later this week or early next week.

No action.

ITEM #9 Brenda Romero advised the board that there exists a deposit refund check which must be reissued to the estate of a deceased.

Discussion was had regarding procedure to reissue refund check to deceased’s estate.

No action.

PLANT REPORT’

No report other than what was previously discussed.

ANNOUNCEMENTS

Jody Suire advised the board that the next monthly meeting would be held on Monday, March 18, 2019 and agenda items would be due by Wednesday, March 13, 2019.

Brief discussion was had regarding clean-up around the water plant and re-entering existing water wells to re-work.

It was motioned by Terry LeBlanc and seconded by Paul Trahan that the meeting be adjourned.

Motion carried by unanimous vote.

There being no further business the meeting was adjourned at 1:49 p.m.

Minutes were taken from Tascam Recorder and transcribed by Carolyn L. Romero, Recording Secretary.

Paul [Signature]
Secretary, Waterworks District #3

Jody [Signature]
President, Waterworks District #3