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, SEPTEMBER 16, 2019, AT THE WATERWORKS DISTRICT #3 OFFICE, 4104 COTEAU ROAD, NEW IBERIA, LOUISIANA 70560

Thereupon, President Jody Suire called the meeting to order at 6:09 p.m.

Attendance of the Board was as follows:

<table>
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<tr>
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<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; Brenda Romero, Office Manager; Philip Flugence, Plant Operator, 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, and Paul Trahan.

Board members absent were Terry LeBlanc and Timothy Nugent.

It was motioned by Everette Manuel and seconded by Paul Trahan to accept the minutes of the Monthly Meeting of Wednesday, August 21, 2019 as published. Motion carried by unanimous vote.

No Public Comments.

ITEM #1 PERSONS TO ADDRESS THE BOARD

No one was present to address the board.

ITEM #2 – DUBROC ENGINEERING

ITEM #2.1 Dale LeBlanc updated the board on Coteau Road and Fremin Road Water System Improvements Contract #3 and advised the board that the state has completed environmental studies; is proceeding with the final plans, and would contact Dale LeBlanc at a later date.
Dale LeBlanc updated the board on Contract No. 3 (Coteau Road (Snapper Road to Coteau Elementary School)) and advised that we are waiting for DOTD to complete plans.

ITEM #2.2 WATER SYSTEM IMPROVEMENTS – FPC PROJECTS

Dale LeBlanc updated the board regarding Contract No. 4 Water Lines (Captain Cade Rd., Oliva Rd., Melancon Rd., Seymour Migues Rd.) and advised that servitude has been obtained from the Hubald Romero Family and contractor should finish this week.

Dale LeBlanc presented “Water Distribution System Plan Sheet, Water System Improvements, Contract No. 5” and copies of a letter from Waterworks District No. 3 (Coteau), Iberia Parish to James Lee with Facility Planning & Control regarding Water System Improvements FP&C No. 50-NN8-04B-01 Contract No. 5 – Chastant Road and recommended to the board that the board concur with the letter.

Discussion was had regarding this matter.

It was motioned by Paul Trahan and seconded by Everette Manuel to authorize the President to make a request for Change Order No. 5 to Facility Planning and Control in the amount of $120,000 for Contract No. 5. Motion carried by unanimous vote.

ITEM #2.3 Dale LeBlanc updated the board on Water Well Maintenance work.

Brief discussion was had regarding this matter.

ITEM #2.4 Dale LeBlanc updated the board regarding Water System Improvements LCDBG Block Grant Project and advised that all work is complete. He advised that 33 customers qualified for free connect and 30 customers were connected by the contractor.

A brief discussion was had regarding this matter.

ITEM #2.5 Dale LeBlanc updated the board on Duncan Mobile Home Park – Water System and advised that the letter regarding the water line work has been sent to Mr. Duncan and he has signed it; everything is approved and ready to go.

Brief discussion was had regarding this matter.

Brenda Romero agreed to call Mr. Duncan to remind him of the pre-construction meeting.

ITEM #2.6 Dale LeBlanc handed copies of a brochure for a 4th filter and updated the board on Water System Study.

Discussion was had regarding Water System Study and future expansion.

ITEM #2.7 Dale LeBlanc updated the board on The Ridge Subdivision – Phase 1 and advised that Waterworks District #3 (Coteau) sent a letter to the developer requesting that he revise the plans to move the water lines outside the right of way and into the utility servitude.
Brief discussion was had regarding this matter.

ITEM #2.8  Dale LeBlanc presented invoices for informational purposes only and reviewed them with the board.

ITEM #3

Paul Trahan updated the board regarding water lines on Bull Island Road.
Discussion was had regarding this matter.
Discussion was had regarding a notification system to customers.

ITEM #4

Jody Suire advised the board that a motion is necessary to declare the old water tanks and caustic tank as surplus and to request Iberia Parish Government to surplus these items.

It was motioned by Everette Manuel and seconded by Paul Trahan to declare the old water tanks at Water Well #1 and caustic tank behind the plant as surplus items and request to Iberia Parish Government to surplus these items. Motion carried by unanimous vote.

ITEM #5

Due to information from the U. S. Post Office confirming that mail is delayed, Brenda Romero requested that the board consider changing the due date for water payments to the 15th of each month.
Discussion was had regarding this matter.

It was motioned by Paul Trahan and seconded by Everette Manuel to change due dates on water bills from the 10th of each month to the 15th of each month to be effective immediately. Motion carried by unanimous vote.

ITEM #6

Using a Google Earth Photo, Brenda Romero reviewed requests from two (2) proposed customers on Countryside Drive.

Discussion was had regarding this matter.

It was motioned by Everette Manuel and seconded by Paul Trahan to authorize Dubroc Engineering to create the plans and request the permit from DHH to provide water to the two (2) proposed customers on Countryside Drive. Motion carried by unanimous vote.

PLANT REPORT

Plant Operator had no additional information.

OFFICE REPORT

Brenda Romero presented correspondence from a customer regarding brown water complaint.
Discussion was had regarding this matter.

Brenda Romero advised that the office would be closed on Friday, September 27, 2019 in observance of the Sugar Cane Festival.

ANNOUNCEMENTS

Jody Suire advised the board that the next monthly meeting would be held on Monday, October 21, 2019 and agenda items would be due by Wednesday, October 16, 2019.

It was motioned by Paul Trahan and seconded by Everette Manuel that the meeting be adjourned. Motion carried by unanimous vote.

There being no further business the meeting was adjourned at 7:01 p.m.

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

[Handwritten signatures]

Secretary, Waterworks District #3

President, Waterworks District #3