

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 27, 2023 AT THE WATERWORKS DISTRICT #3 OFFICE, 4104 COTEAU ROAD, NEW IBERIA, LOUISIANA 70560

Thereupon, President Paul Trahan called the meeting to order at 6:00 p.m.

Attendance of the Board was as follows:

| | <u>Present</u> | <u>Absent</u> |
|-------------------------------|----------------|---------------|
| Paul Trahan, President | <u> x </u> | <u> </u> |
| Terry LeBlanc, Vice-President | <u> x </u> | <u> </u> |
| Barrett Hebert, Treasurer | <u> x </u> | <u> </u> |
| Ray Gary, Secretary | <u> x </u> | <u> </u> |
| Roger Duncan, Board Member | <u> </u> | <u> x </u> |

Also present at the start of the meeting were Brad Cradeur, Director of Iberia Parish Sewage District #1 and Waterworks District #3 (Coteau); Christine Ransonet; Assistant to Brad Cradeur, Chad Maturin, Iberia Parish Councilman; Barry Segura, Owner of Statewide Electrical Services; Neil Swain with Statewide Electrical Services; Dale LeBlanc, Pam Granger and Jeremy Fontenot, Engineers with McBade Engineering; 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 Paul Trahan, Terry LeBlanc, Barrett Hebert and Ray Gary.

Board member absent was Roger Duncan.

It was determined that a quorum was had.

APPROVE MINUTES

It was motioned by Terry LeBlanc and seconded by Barrett Hebert to dispense with the reading of the minutes of the Monthly Meeting of Monday, January 23, 2023 and approve as published. Motion carried by unanimous vote.

PUBLIC COMMENTS:

No Public Comments.

ITEM #1 – PERSONS TO ADDRESS THE BOARD

Lisa Migues was not present to address the board.

ITEM #2 – DISCUSS WATER SECTOR PROGRAM – REVIEW WORK DONE ON APPLICATION AND STATUS OF GRANT (PAUL TRAHAN)

Dale LeBlanc presented copies of “Timeline, Water Sector Program, Round 2, Iberia Parish Government and Waterworks District No. 3 (Coteau)” and reviewed it with the board, clarifying information regarding the charges for Engineering for Water Sector Program.

Dale LeBlanc presented copies of a letter from the Traci Watts, Director, Local Government Assistance, Office of Community Development, which was addressed to the President of Waterworks District No. 3 regarding Authorization to Incur Costs and Grant Agreement with Conditions Transmittal, Water Sector Program – Waterworks District No. 3.

Lengthy discussion was had regarding procedures to prepare for future developments concerning Water Sector Program.

Brad Cradeur suggested that the board consider purchasing any necessary property before plans are submitted.

More discussion was had regarding Water Sector Program.

No action.

ITEM #3 – REPORT FROM DIRECTOR – BRAD CRADEUR

Brad Cradeur gave the Director’s Report and advised the board that he is working with the Office of Community Development in order to change contact from President Jody Suire to President Paul Trahan or Director Brad Cradeur; he is working on preventative maintenance and evaluating all equipment in order to maximize operations.

Discussion was had regarding volume of water flow from Water Wells No. 3 and No. 4 to the plant.

NEW BUSINESS – BRAD CRADEUR

ITEM #3.2 – VOTE ON A RESOLUTION DECLARING VARIOUS PIECES OF IMMOVABLE EQUIPMENT AS SURPLUS PROPERTY AND DISPOSE OF SAME IN ACCORDANCE WITH PARISH AND STATE LAW

Brad Cradeur advised that he is concerned with certain items in need of approval for surplus.

Discussion was had regarding surplus items.

Brad Cradeur recommended to the board to adopt a Resolution declaring various pieces of immovable equipment as surplus property and dispose same in accordance with parish policies and state law to be two (2) storage tanks, one (1) pneumatic tank, one (1) furnace and various other fittings and piping.

It was motioned by Terry LeBlanc and seconded by Ray Gary to adopt a resolution declaring various pieces of immovable equipment as surplus property and dispose same in accordance with Parish policies and state law to be two (2) storage tanks, one (1) pneumatic tank, one (1) furnace and various other fittings and piping. Motion carried by unanimous vote.

The following Resolution was offered by Terry LeBlanc and seconded by Ray Gary and carried.

RESOLUTION

A RESOLUTION DECLARING VARIOUS PIECES OF IMMOVABLE EQUIPMENT AS SURPLUS PROPERTY AND DISPOSE SAME IN ACCORDANCE WITH PARISH POLICIES AND STATE LAW TO BE TWO (2) STORAGE TANKS, ONE (1) PNEUMATIC TANK ONE (1) FURNACE AND VARIOUS OTHER FITTINGS AND PIPING.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that the following pieces of immovable equipment are declared as surplus property and shall be disposed in accordance with parish policies and state law:

- Two (2) storage tanks
- One (1) pneumatic tank
- One (1) furnace
- Various other fittings and piping

And the resolution was declared adopted on this 27th day of February, 2023.

CERTIFICATE

I, Ray Gary, Secretary of the Waterworks District No. 3 (Coteau), do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Commissioners on February 27, 2023, at which time a quorum was present and voting.

s/Ray Gary
RAY GARY, SECRETARY
WATERWORKS DISTRICT NO. 3 (COTEAU)

ITEM #3.1 – DISCUSS AND VOTE ON A RESOLUTION TO TRANSFER PREVIOUSLY
PLEGGED MATCHING FUNDS FOR RECENTLY AWARDED WATER SECTOR ROUND 2
GRANT TO FY 23 BUDGET FROM THE FUND BALANCE AND PERMIT EXECUTIVE
DIRECTOR TO PETITION PARISH COUNCIL FOR SAME APPROVAL

Brad Cradeur advised the board that pledge money for Water Sector Program was not put into the budget and he recommended approving Director to approach Iberia Parish Council to move previously pledged matching funds of \$400,000.00 for Water Sector Program into the 2023 Budget from the Fund Balance.

Brief discussion was had regarding expenditures pending the beginning of the Water Sector Projects.

It was motioned by Ray Gary and seconded by Barrett Hebert to adopt a Resolution to authorize Director, Brad Cradeur, to approach the Iberia Parish Council to move previously pledged matching funds of \$400,000.00 for Water Sector Program from Fund Balance to 2023 Budget. Motion carried by unanimous vote.

The following Resolution was offered by Ray Gary and seconded by Barrett Hebert and carried.

RESOLUTION

A RESOLUTION GRANTING AUTHORITY TO THE DIRECTOR, BRAD CRADEUR, TO APPROACH THE IBERIA PARISH COUNCIL TO MOVE PREVIOUSLY PLEDGED MATCHING FUNDS OF \$400,000.00 FOR WATER SECTOR PROGRAM FROM FUND BALANCE TO FISCAL YEAR 2023 BUDGET.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that Director, Brad Cradeur, is authorized to approach the Iberia Parish Council to move previously pledged matching funds of \$400,000.00 for Water Sector Program from Fund Balance to Fiscal Year 2023 Budget.

And the resolution was declared adopted on this 27th day of February, 2023.

CERTIFICATE

I, Ray Gary, Secretary of the Waterworks District No. 3 (Coteau), do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Commissioners on February 27, 2023, at which time a quorum was present and voting.

s/Ray Gary
RAY GAY, SECRETARY
WATERWORKS DISTRICT NO. 3 (COTEAU)

ITEM #4 – DISCUSS UPDATE ON ISSUES WITH PLANT, BOTH REPAIRED AND ISSUES THAT STILL NEED REPAIR (RAY GARY); INFO AND RECOMMENDATION FROM INDIVIDUALS TO TROUBLESHOOT ISSUES (RAY GARY); DISCUSS FINANCIAL ITEMS FOR ENGINEER’S FEES (RAY GARY)

Ray Gary advised that he had questions for the Engineer and asked if we have to build another well.

Dale LeBlanc advised that it is mandatory to build another well.

Discussion was had regarding water production.

Ray Gary requested information on water system maps.

Dale LeBlanc advised that he would update maps only if requested to do so.

Discussion was had regarding water line locations.

Financial items for Engineer’s fees were covered under Item #2.

ITEM #5 – MCBAD E ENGINEERS (DALE LEBLANC)

Dale LeBlanc updated the board on Coteau Road and Fremin Road Water System Improvements/LA 88 realignment Contract No. 3 Coteau Road/DOTD Project #H.010922 and advised the board that all water lines are in, complete, pressure tested, State approved and in service; the contractor requested a 90 day extension in order to complete all work and recommended the 90 day extension be granted.

It was motioned by Barrett Hebert and seconded by Ray Gary to approve Change Order #1 granting a ninety (90) calendar day extension to CO-D Construction contingent upon no additional costs being added to the contract without board approval. Motion carried by unanimous vote.

Brief discussion was had regarding remaining work to be done by CO-D Construction.

ITEM #5 – REPORT FROM STATEWIDE ELECTRICAL SERVICES

Neal Swain gave the report from Statewide Electrical Services,

Discussion was had regarding water pressure.

Neil Swain advised that they are looking to replace the air compressor with one which is better suited for this environment.

Discussion was had regarding upgrade of the air compressor.

REPORT FROM BRENDA ROMERO

Brenda Romero gave the Office Report and advised that all Board Members must complete Ethics and Sexual Harassment training ASAP.

ANNOUNCEMENTS

Paul Trahan advised the board that the next monthly meeting would be held on Monday, March 20, 2023 and agenda items would be due by Wednesday, March 15, 2023.

It was motioned by Barrett Hebert and seconded by Terry LeBlanc that the meeting be adjourned. Motion carried by unanimous vote.

There being no further business, the meeting was adjourned at 7:18 p.m.

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

Ray Gary
Secretary, Waterworks District #3

Paul Trahan
President, Waterworks District #3