

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, MAY 15, 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> x </u> | <u> </u> |

Also present at the start of the meeting were Brad Cradeur, Director of Iberia Parish Sewage District #1 and Waterworks District #3 (Coteau); Neal 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, Barrett Hebert, Ray Gary, Terry LeBlanc and Roger Duncan.

No board member was absent.

It was determined that a quorum was had.

APPROVE MINUTES

It was motioned by Roger Duncan and seconded by Terry LeBlanc to accept the minutes of the Monthly Meeting of Monday, April 17, 2023 as published. Motion carried by unanimous vote.

PUBLIC COMMENTS:

No Public Comments.

PERSONS TO ADDRESS THE BOARD

No one was present to address the board.

ITEM #1 – DISCUSS LATEST WATER TEST RESULTS, LEVELS, CHEMICALS ADDED TO TREAT WATER AT PLANT (RAY GARY)

Ray Gary asked if board members have access to water testing results.

Brief discussion was had regarding water testing and Ray Gary asked that he be provided with a copy of quarterly water testing results.

No action.

ITEM #2 – DISCUSS WATER METER READERS, LACK OF ACTUALLY READING METERS
(RAY GARY)

Ray Gary addressed the board regarding meter reading or lack of.

Discussion was had regarding meter reading procedures.

No action.

ITEM #3 –REPORT FROM DIRECTOR – BRAD CRADEUR

Brad Cradeur gave the Director's Report and advised the board that the new air compressor is on order and should be installed in four to six (4 to 6) weeks; the electrical panel for upgrade in the plant, which will help to have constant and consistent pressure, is on order and he asked Neal Swain to elaborate.

Neal Swain advised the board that power blinks with soft starts would be eliminated with the new electrical panel upgrade.

Discussion was had regarding soft starts and advantages of the new electrical panel.

Brad Cradeur updated the board regarding the project for replacement of the header and advised that it has been approved. The proposal is to install a new twelve inch (12") raw water supply line coming from across the road. He advised that we have received the notice of award, construction contract is in place and it is going to come in around \$190,000.00 which is \$60,000.00 under budget.

Brad Cradeur advised the board that notice to award went out on Friday and the project should be completed in one (1) or two (2) months.

Discussion was had regarding this matter.

Brad Cradeur advised the board that Philip Flugence and Fred Phillips have been flushing and should continue on scheduled flushing; we are ordering auto flushers for flushing risers on dead ends would be more frequent.

Brad Cradeur thanked the board, plant operators and Brenda Romero for good support.

ITEM #4 – REPORT FROM MCBADDE ENGINEERS (DALE LEBLANC)

ITEM #4.1

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 the project is substantially complete; is in service and we are waiting to set up a meeting with DOTD; waiting for approval.

Dale LeBlanc recommended approval of a Resolution of Acceptance authorizing the President to execute a certificate of substantial completion pertaining to the completion of the contract for the water relocation for LA 99: realign curves in Coteau, Iberia Parish, DOTD state project No. H.010922 F.A.P. No. H020933 for the Waterworks District No. 3 (Coteau)” by CO-D Construction of LA LLC.

Dale LeBlanc advised that there would be a forty-five (45) day lien period holding \$35,000.00 owed to the contractor.

Brad Cradeur affirmed that it would not be signed until DOTD approval has been received.

Brief discussion was had regarding the amount of payment to contractor.

Paul Trahan read aloud the recommended resolution submitted by Dale LeBlanc.

Brief discussion was had regarding the resolution.

It was motioned by Barrett Hebert and seconded by Ray Gary to approve the Resolution as presented by Dale LeBlanc. Motion carried by unanimous vote.

(RESOLUTION HERE)

ITEM #4.1 – WATER SECTOR PROGRAM

Dale LeBlanc updated the board regarding Water Sector Program and advised that he has had in-house meetings with the committee regarding water well and ground storage tank. As soon as plans are completed, he would submit to LDH for the required Permit. He advised that plans would be submitted as a phase is completed for approval from the State Office of Community Development.

No action

ITEM #5 – REPORT FROM STATEWIDE ELECTRICAL SERVICES

Neal Swain gave the report from Statewide Electrical Services and advised that most of his report was covered with Director’s report. He stated that issues with relays on recent Saturday have been resolved.

Discussion was had regarding future maintenance and repairs.

Neal Swain advised that we are still waiting for flow meters to arrive.

Discussion was had regarding advantages of flow meters.

REPORT FROM BRENDA ROMERO

Brenda Romero gave the Office Report and advised that the Customer Consumer Report is due June 30, 2023 and would be sent to the Daily Iberian; the office will be closed on Monday, June 19, 2023 in observance of Juneteenth; the board agreed to have the next monthly meeting on Monday, June 26, 2023.


ANNOUNCEMENTS

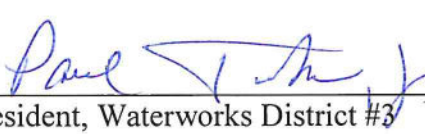
Paul Trahan advised the board that the next monthly meeting would be held on Monday, June 26, 2023 and agenda items would be due by Wednesday, June 21, 2023.

It was motioned by Roger Duncan 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 6:47 p.m.

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


Secretary, Waterworks District #3


President, Waterworks District #3