

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 26, 2024 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>
Ray Gary, Vice-President	<u> x </u>	<u> </u>
Barrett Hebert, Secretary-Treasurer	<u> x </u>	<u> </u>
Terry LeBlanc, Board Member	<u> </u>	<u> x </u>
Allen Douet, Jr., 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); Dale LeBlanc, Pam Granger and Jeremy Fontenot Engineers with McBade Engineering; Timothy Henry with Statewide Electrical Services; 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 and Allen Douet, Jr.

Member absent was Terry LeBlanc.

It was determined that a quorum was had.

APPROVE MINUTES

It was motioned by Barrett Hebert and seconded by Ray Gary to accept the minutes of the Monthly Meeting of Monday, January 22, 2024 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 AND VOTE ON A RESOLUTION TO REVISE THE BUDGET FOR CONTRACT NO. 1 AND CONTRACT NO. 3 OF THE WATER SECTOR PROJECTS. (BRAD CRADEUR)

Brad Cradeur addressed the board regarding Water Sector Projects Contract No 1 and Contract No. 3 and reviewed with the board “WATERWORKS DISTRICT NO. 3 (COTEAU) WATER SECTOR PROGRAM PROJECT BUDGET, REVISED FEBRUARY 22, 2024” AND “BID TABULATION, WATER SYSTEM IMPROVEMENTS, CONTRACT NO. 1, WATER WELL NO. 5, WATERWORKS DISTRICT NO. 3 (COTEAU)/IBERIA PARISH”.

Pam Granger advised that she attended a Water Sector Meeting today and explained the present issue with pricing at this time.

Brad Cradeur continued his presentation and presented a new plan to move funds from Contract #3 to Contract #1 and work on Contract #2.

Paul Trahan suggested to adopt a Resolution to move \$600,000 from Contract #3 to Contract #1. Discussion was had regarding the bids.

It was motioned by Ray Gary and seconded by Barrett Hebert to adopt a Resolution to revise the Budget for Contract #1 and Contract #3 of the Water Sector Projects by moving \$600,000 in Construction Proceeds and any associated engineering fees from Contract #3 to Contract #1 to begin progress. Motion carried by unanimous vote.

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

RESOLUTION

A RESOLUTION TO REVISE THE BUDGET FOR CONTRACT #1 AND CONTRACT #3 OF THE WATER SECTOR PROJECTS BY MOVING \$600,000 IN CONSTRUCTION PROCEEDS AND ANY ASSOCIATED ENGINEERING FEES FROM CONTRACT #3 TO CONTRACT #1 TO BEGIN PROGRESS.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that the budget for Contract #1 and Contract #3 of the Water Sector Projects shall be revised by moving \$600,000 and any associated Engineering fees in Construction proceeds from Contract #3 to Contract #1 to begin progress

And the resolution was declared adopted on this 26th day of February, 2024.

CERTIFICATE

I, Barrett Hebert, 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 26, 2024, at which time a quorum was present and voting.

BARRETT HEBERT, SECRETARY
WATERWORKS DISTRICT NO. 3 (COTEAU)

ITEM #2 – DISCUSS AND VOTE ON A RESOLUTION TO REJECT THE BIDS FOR CONTRACT NO 2 DUE TO A POTENTIAL UNRESPONSIVE BID SUBMITTAL. (BRAD CRADEUR)

Brad Cradeur addressed the board regarding “BID TABUATION, WATER SYSTEM IMPROVEMENTS, CONTRACT NO. 2, GROUND STORAGE TANK, WATERWORKS DISTRICT NO. 3 (COTEAU)/IBERIA PARISH” and advised that there was a potential unresponsive bidder. He recommended that all bids be rejected and re-bid the project.

Discussion was had regarding the re-bid process.

It was motioned by Barrett Hebert and seconded by Ray Gary to adopt a resolution to reject the bids for Contract No. 2 of the Water Sector Projects due to a potential unresponsive bid submittal and re-bid the project in accordance with State Bid Law and Guidelines. Motion carried by unanimous vote.

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

RESOLUTION

A RESOLUTION TO REJECT THE BIDS FOR CONTRACT NO. 2 OF THE WATER SECTOR PROJECTS DUE TO A POTENTIAL UNRESPONSIVE BID SUBMITTAL AND RE-BID THE PROJECT IN ACCORDANCE WITH STATE BID LAW GUIDELINES.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that the bids for Contract No. 2 of the Water Sector Projects be rejected due to a potential unresponsive bid submittal and re-bid the project in accordance with State Bid Law Guidelines.

And the resolution was declared adopted on this 26th day of February, 2024.

CERTIFICATE

I, Barrett Hebert, 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 26, 2024, at which time a quorum was present and voting.

BARRETT HEBERT, SECRETARY
WATERWORKS DISTRICT NO. 3 (COTEAU)

ITEM #3 – REPORT FROM BRAD CRADEUR (EXECUTIVE DIRECTOR)

Brad Cradeur addressed the board regarding First Solar. He informed the board that a \$20 million bond has been approved for the new water plant which would provide water service to First Solar. He referred to the February, 2024 Balance Sheet and reviewed it with the board. He stated that the budget is in a very healthy situation.

Discussion was had regarding the 2024 Balance Sheet and Budget.

ITEM #4 – REPORT FROM DALE LEBLANC WITH MCBADDE ENGINEERS

Dale LeBlanc advised the board that everything was covered during Brad Cradeur’s Report; Water Sector Projects are kind of on hold.

ITEM #5 – REPORT FROM STATEWIDE ELECTRICAL SERVICES

Timothy Henry gave the Statewide Electrical Services Report by reviewing “Waterworks District No. 3 Operation & Maintenance, January – February 2024”.

Brad Cradeur advised the board that Timothy Henry is the Designated Operator and is at the plant permanently, Monday through Friday, and is working quite well.

Brad Cradeur informed the board of a news reporter who was on the Waterworks #3 Facebook Page and wanting to interview Waterworks District #3 customers.

Brad Cradeur advised the board that operations are monitored daily and back-up parts are in stock and readily available; there is a protocol in place for when we find problems.

Discussion was had regarding a customer complaint of yellow water.

REPORT FROM BRENDA ROMERO

Brenda Romero gave her report and advised the board that Philip Flugence and Fredrick Phillips flushed all lines around where the complaints were reported. She stated that Gwen Romero is working out really well.

ANNOUNCEMENTS

Paul Trahan advised that the next board meeting would be held on Monday, March 18, 2024 and agenda items would be due by Wednesday, March 13, 2024.

Paul Trahan requested that all board members inform Brenda Romero of agenda items by due date and also, if nothing this month, please advise Brenda Romero “nothing” also.

Brief discussion was had regarding filters and Surge Arrester for Control Panel.

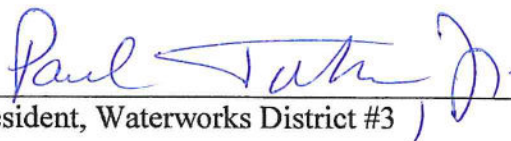
It was motioned by Barrett Hebert and seconded by Ray Gary that the meeting be adjourned. Motion carried by unanimous vote.

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

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



Secretary, Waterworks District #3



President, Waterworks District #3