

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 JANUARY 22, 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>  x  </u>	<u>      </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, Engineer with McBade Engineering; Neal Swain 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, Terry LeBlanc and Allen Douet, Jr.

No member was absent.

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, December 18, 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

There was no new business to discuss.

ITEM #2 – REPORT FROM BRAD CRADEUR (EXECUTIVE DIRECTOR)

Brad Cradeur gave the Director's Report and advised the board that past projects, during the last eight (8) months, have worked well over all during the freeze last week. This is a testament to the Board of Supervisors. We are moving in the right direction and this is a good victory for Coteau.

Paul Trahan opened a discussion regarding damage to the PLC in the plant.

Brad Cradeur advised the board that the PLC in the plant was damaged and discussion was had regarding direction to resolve the damage to the PLC as this part is very old and is no longer being produced.

Brad Cradeur explained the future plans to upgrade software in the plant.

Paul Trahan asked "Do we know if we upgrade all the controllers from Westech on the existing filters we have now, would be compatible with the new controllers that we'll be installing later on contract 3, or is it too early to answer that?"

Dale LeBlanc explained that it would have to be a four (4) unit control panel whereas we have a three (3) unit now.

Lengthy discussion was had regarding the damage to the PLC and the possibility of repair and upgrades.

Brad Cradeur explained the logistics and possibilities of managing repairs and upgrades involved with the Water Sector Program.

Brad Cradeur recommended moving forward with repairs.

Brad Cradeur advised the board that we were awarded \$65,000 from the Clean Water Enhancement Fund through the state which can be used for improvements, repairs, actual improvements, and asked the board members if there are any areas of improvement or expansion that have been on the forefront that we could utilize that money.

Discussion was had regarding this matter.

Ray Gary asked if there is a time frame to spend the money.

Brad Cradeur stated that nothing is set in stone and suggested a possibility of using the money on a loop and advised that it cannot be used on anything retroactive; it must be used on new projects.

Brad Cradeur asked the board to pull up their copies of the balance sheets and reviewed it with them.

Discussion was had regarding the budget.

ITEM #3 – REPORT FROM DALE LEBLANC WITH MCBADDE ENGINEERS

ITEM #3.1 - WATER SECTOR PRGRAM

Dale LeBlanc updated the board on Water Sector Program and advised the board that Contracts #1 and #2 are out for bids; bid date being February 1, 2023 and pre-bid meeting was held on January 18, 2024.

Paul Trahan stated, for information only, that leaks during the freeze were in old areas; there were no leaks in new areas.

ITEM #4 – REPORT FROM STATEWIDE ELECTRICAL SERVICES

Neal Swain gave the report from Statewide Electrical Services and advised the board that part of his report was covered earlier and he stated that there were three (3) equipment failures this month:

1. Air dryer for compressor - waiting on a new one to replace.
2. Pneumatic valve – was replaced.
3. Failed solenoid and a pressure switch were replaced.

Neal Swain advised that we got a new five (5) horsepower motor as a spare that can be used on any of the filters.

Neal Swain stated that we faired pretty well during the freeze and didn't have to shut down.

REPORT FROM BRENDA ROMERO

Brenda Romero advised the board that she the office would be closed on February 13, 2024 in observance of Mardi Gras and on February 19, 2024 in observance of Presidents' Day and the new Cashier is doing well.

ANNOUNCEMENTS

Paul Trahan advised that the next board meeting would be held on Monday, February 26, 2024 and agenda items would be due by Wednesday, February 21, 2024.

Brad Cradeur stated that he works under the direction of the board and informed the board members that all board members are required to do the Ethics Training and Sexual Harassment Training which is mandated by the auditors of State Government.

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

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

RESOLUTION

A RESOLUTION TO AMEND 2024 WATERWORKS DISTRICT NO. 3 FUND BUDGET IN THE AMOUNT OF \$6,650,000 TO CREATE PROJECT LINE ITEMS FOR WATER SECTOR APPROVED PROJECTS, RECOGNIZE WATER SECTOR FEDERAL REVENUES (\$5,000,000), RECOGNIZE ARPA FUNDING (\$1,650,000) PREVIOUSLY COMMITTED BY IBERIA PARISH COUNCIL RESOLUTION NO. 2021-167 AND APPROPRIATE EXPENDITURE LINE ITEMS. SAID PROJECT FUNDING ALSO INCLUDES \$400,000 OF FUNDING COMMITTED BY WATERWORKS DISTRICT NO. 3 FUND.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that the 2024 Waterworks District No 3 Fund Budget in the amount of \$6,650,000 shall be amended to create project line items for Water Sector approved projects, recognize Water Sector Federal Revenues (\$5,000,000), recognize APR funding (1,650,000) previously committed by Iberia Parish Council Resolution No. 2021-167 and appropriate expenditure line items. Said project funding also includes \$400,000 of funding committed by Waterworks District No. 3 Fund.

And the resolution was declared adopted on this 18th day of December, 2023.

\*\*\*\*\*

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 December 18, 2023, at which time a quorum was present and voting.

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

There being no further business, the meeting was adjourned at 6:50 p.m.

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

*Barratt C. Helms*

Secretary, Waterworks District #3

*Paul J. Helms*

President, Waterworks District #3