

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 MARCH 18, 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>      </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); Dale LeBlanc and Jeremy Fontenot, Engineers with McBade Engineering; Chad Maturin, Iberia Parish Councilman; 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 and Ray Gary.

Members absent were Terry LeBlanc and Allen Douet, Jr.

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, February 26, 2024 as published. Motion carried by unanimous vote.

PUBLIC COMMENTS:

No Public Comments.

PERSONS TO ADDRESS THE BOARD

Brad Cradeur addressed the board regarding ITEM #1 and ITEM #2.

ITEM #1 – VOTE ON A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN AN AGREEMENT WITH FENSTERMAKER FOR ENGINEERING SERVICES RELATED TO

THE DESIGN AND CONSTRUCTION OF A POTABLE WATER TREATMENT FACILITY AND INFRASTRUCTURE RELATED TO THE FIRST SOLAR DEVELOPMENT AND OTHER POTENTIAL DISTRICT USERS VIA RECOGNIZED FUNDING BY IEDA THROUGH AGREEMENT. (BRAD CRADEUR)

Brad Cradeur explained to the board the necessity for adopting a resolution to authorize the Executive Director to sign an agreement with Fenstermaker for engineering services related to the design and construction of a potable water treatment facility and infrastructure related to the First Solar development and other potential district users via recognized funding by IEDA through agreement.

Brief discussion was had regarding this matter.

It was motioned by Ray Gary and seconded by Barrett Hebert to adopt a Resolution authorizing the Executive Director to sign an agreement with Fenstermaker for engineering services related to the design and construction of a potable water treatment facility and infrastructure related to the First Solar Development and other potential district users via recognized funding by IEDA through agreement and to execute all documents, agreements or writings necessary to carry out the intent and purposes of this resolution. Motion carried by unanimous vote.

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

RESOLUTION

A RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO SIGN AN AGREEMENT WITH FENSTERMAKER FOR ENGINEERING SERVICES RELATED TO THE DESIGN AND CONSTRUCTION OF A POTABLE WATER TREATMENT FACILITY AND INFRASTRUCTURE RELATED TO THE FIRST SOLAR DEVELOPMENT AND OTHER POTENTIAL DISTRICT USERS VIA RECOGNIZED FUNDING BY IEDA THROUGH AGREEMENT AND TO EXECUTE ALL DOCUMENTS, AGREEMENTS OR WRITINGS NECESSARY TO CARRY OUT THE INTENT AND PURPOSES OF THIS RESOLUTION.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that the Executive Director is authorized to sign an agreement with Fenstermaker for engineering services related to the design and construction of a potable water treatment facility and infrastructure related to the First Solar Development and other potential district users via recognized funding by IEDA through agreement and to execute all documents, agreements or writings necessary to carry out the intent and purposes of this resolution.

And the resolution was declared adopted on this 18th day of March, 2024.

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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 March 18, 2024, at which time a quorum was present and voting.

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

ITEM #2 – VOTE ON A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A LEASE AGREEMENT WITH THE AIRPORT AUTHORITY IN CONNECTION WITH THE CONSTRUCTION AND OPERATION AND MAINTENANCE OF POTABLE WATER TREATMENT FACILITY AND INFRASTRUCTURE RELATED TO THE FIRST SOLAR DEVELOPMENT AND OTHER POTENTIAL DISTRICT USERS. (BRAD CRADEUR)

Brad Cradeur explained to the board the necessity to adopt a resolution authorizing the Executive Director to sign a Lease Agreement with the Airport Authority in connection with the construction and operation and maintenance of potable water treatment facility and infrastructure related to the First Solar Development and other potential district users.

Brief discussion was had regarding this item.

It was motioned by Barrett Hebert and seconded by Ray Gary to adopt a Resolution authorizing the Executive Director to sign a Lease Agreement with the Airport Authority in connection with the construction and operation and maintenance of potable water treatment facility and infrastructure related to the First Solar development and other potential district users and execute all documents, agreements or writings necessary to carry out the intent and purposes of this resolution. Motion carried by unanimous vote.

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

RESOLUTION

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A LEASE AGREEMENT WITH THE AIRPORT AUTHORITY IN CONNECTION WITH THE CONSTRUCTION AND OPERATION AND MAINTENANCE OF A POTABLE WATER TREATMENT FACILITY AND INFRASTRUCTURE RELATED TO THE FIRST SOLAR DEVELOPMENT AND OTHER POTENTIAL DISTRICT USERS AND EXECUTE ALL DOCUMENTS, AGREEMENTS OR WRITINGS NECESSARY TO CARRY OUT THE INTENT AND PURPOSES OF THIS RESOLUTION.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau), that the Executive Director is authorized to sign a Lease Agreement with the Airport Authority in connection with the construction and operation and maintenance of a potable water treatment facility and infrastructure related to the First Solar development and other potential district users and execute all documents, agreements or writings necessary to carry out the intent and purposes of this resolution.

And the resolution was declared adopted on this 18<sup>th</sup> day of March, 2024.

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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 March 18, 2024, at which time a quorum was present and voting.

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

ITEM #3 – DISCUSS \$170,000 IN CWEF MONEY, PRESENT OPTIONS FOR USAGE OF FUNDING (BRAD CRADEUR)

Brad Cradeur addressed the board and advised that we have \$170,000 available in CWEF money available for infrastructure repair, development and capital improvements. Using the Waterworks District #3 (Coteau) Water System Map he referred to and suggested potential improvements that would benefit the existing system.

Lengthy discussion was had regarding possible capital improvements and development for using the \$170,000 CWEF money.

Brad Cradeur advised that he asked Dale LeBlanc to give him a breakdown of recommended projects; he would have it before next meeting and would send to board for review before the next meeting.

No action.

ITEM #4 – REPORT FROM BRAD CRADEUR (EXECUTIVE DIRECTOR)

Brad Cradeur gave his report and advised the board that he has officially sent out the bid rejection for Contract #2 Ground Storage Tank and asked Dale LeBlanc to elaborate on this matter in his report.

Brad Cradeur reviewed with the board WW3 MARCH 2024 balance sheet and advised that we have enough to justify an emergency fund and capital improvements as may be needed.

ITEM #5 – REPORT FROM DALE LEBLANC WITH MCBADDE ENGINEERS

Dale LeBlanc gave his report and advised that we have received bids on Contract #1 Water Sector Project. Low bid was from Tullier Services approximately \$500,000 above our estimate; we requested a budget adjustment last meeting.

Brad Cradeur advised that Iberia Parish Council passed the budget adjustment unanimously and we are obligated to award that contract to the lowest bidder.

Dale LeBlanc advised that he was waiting for tonight's meeting to confirm and would award the contract this week and we are within our window in Contract #1; funds have been transferred from Contract #3 to Contract #1.

Dale LeBlanc advised that Contract #2 Ground Storage Tank would be advertised for rebid. Brief discussion was had regarding this matter.

Dale LeBlanc suggested to request from Water Sector additional money for Contract #1 (\$600,000).

Brad Cradeur elaborated on the process for requesting additional funds from Water Sector.

Dale LeBlanc advised that other water systems were required to match any additional monies awarded by Water Sector and suggested to make the request and wait for result.

It was agreed that Brad Cradeur would apply to Water Sector for additional funds for Contract #1 (\$600,000).

General discussion was had regarding Water Sector procedures.

#### ITEM #6 – REPORT FROM STATEWIDE ELECTRICAL SERVICES

Timothy Henry gave the Statewide Electrical Services Report by reviewing "Waterworks District No. 3 Operation & Maintenance, March 2024". He advised that there was a significant chlorine drop on March 8<sup>th</sup> but it was above the threshold.

Brad Cradeur advised the board that we had two (2) outages during the storm this weekend; generator was running; there was no effect on water production.

Paul Trahan asked Timothy Henry to research Diesel Additive for the generator and to have information for next meeting.

#### ITEM #7 – REPORT FROM BRENDA ROMERO

Brenda Romero gave her report and advised that the office would be closed March 29, 2024 in observance of Good Friday and that she and Phillip Flugence are working on back flow preventative; sending out letters to the customers.

Paul Trahan asked Brad Cradeur and Dale LeBlanc to add flush stations and Brad Cradeur advised that there are six (6) on order and would be installed as they are received.

Brad Cradeur updated the board regarding the agreement with Cade Water System.

ANNOUNCEMENTS

Paul Trahan advised that the next board meeting would be held on Monday, April 15, 2024 and agenda items would be due by Wednesday, April 10, 2024.

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

There being no further business, the meeting was adjourned at 6:48 p.m.

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

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Secretary, Waterworks District #3

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President, Waterworks District #3