

**SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
APRIL 8, 2021**

The Southeast Waterworks District No. 2 Board of Commissioners of the Parish of Vermilion, State of Louisiana, met for a regular meeting at its meeting place, the Conference Room of the Southeast Waterworks District No. 2 Building, 417 Trahan Street, Abbeville, Louisiana, Thursday, April 8, 2021, at 4:00 p.m.

Present: Clint Dugas, Chairman; Kelly Richard, Secretary; Byron Perry, Commissioner; Susan Wilhelm, Commissioner and Sandy Richard, Commissioner.

Absent: Shelby Bernard, Vice Chairman.

Personnel: Tony Richard, Plant Manager; Jeremy Touchet, Operator; Susan Lemaire, Office Manager; and Kim Lewis, Billing Clerk.

Also Present: Ronnie Melebeck, attorney and Stephanie Briggs, Sellers and Associates, Inc.

Guests: Joseph Landry.

The meeting was called to order by Clint Dugas, Chairman.

The reading of the Minutes of the Board of Directors on March 11, 2021 was waived. On motion by Kelly Richard, seconded by Byron Perry and carried, the minutes were approved as distributed.

Joseph Landry spoke to the Board about a high bill during the freeze. He stated that he did not have a leak. Report shows high usage during the freeze. The Deferred Payment plan was offered to him.

On a motion by Byron Perry, seconded by Kelly Richard, and carried, to extend Joseph Landry's deferred payment to twelve months.



Stephanie Briggs presented the Engineers Report:

- Shoot's Road: Still under review by LDH.
- CWF Grant: No letter has been received by the Vermilion Parish Police Jury.

Susan Lemaire and Kim Lewis presented the business reports.

- Presented bills to be paid for March 2021.
- Presented Past Due Account.
- Disconnected meters.
- First Quarter Budget, Expenses, and Income Report.
- Fiscal Agent advertisement.
- Flood Insurance up for renewal May 26, 2021.
- Employee Handbook needs updating.

On motion by Sandy Richard, seconded by Byron Perry, and carried, to pay all bills accrued to date as presented (March 2021 bills).

On motion by Sandy Richard, seconded by Byron Perry, and carried, to adjust First Quarter Budget, Expenses, and Income Report.

On motion by Byron Perry, seconded by Sandy Richard, and carried, to authorize Ronnie Melebeck to advertise for the Fiscal Agent.

On motion by Sandy Richard, seconded by Kelly Richard, and carried, to renew the Flood Insurance at the current coverage.

Committee for Employee Handbook will be Sandy Richard, Clint Dugas, and Susan Wilhelm.

Jeremy Touchet presented the Manager's Report:

- Presented the Plant Report and Auto Flushers Report.
- Meter Installations.
- Overhead Door Company of Lafayette, LA Inc came in to remove and install a new overhead door on the northeast side of the plant. To be paid thru the Short Lived Asset account.
- LRWA is due back to continue searching for a possible leak. The pumps are running approximately 23 hours per day.
- LRWA Conference in Lafayette the week of July 19th. Scott Ramke will attend. Testing will be done on July 23rd.



On motion by Byron Perry, seconded by Susan Wilhelm, and carried, to pay for Tony's school for certification.

On motion by Susan Wilhelm, seconded by Sandy Richard, and carried, to authorize Clint Dugas to negotiate working arrangements with Tony Richard for back-up operator on as needed basis.

On motion by Kelly Richard, seconded by Sandy Richard, and carried, to not accept Jeremy Touchet's resignation.

Clint Dugas read Tony Richard's letter of retirement.

There being no further business to come before the Meeting Body, a motion by Kelly Richard, seconded by Byron Perry, and carried, to adjourn the meeting at 5:05 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman

