

**SOUTHEAST WATERWORKS DISTRICT NO. 2**  
**VERMILION PARISH, LOUISIANA**  
**BOARD OF COMMISSIONERS, REGULAR MEETING**  
**DECEMBER 14, 2023**

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, December 14, 2023, at 11:00 a.m.

Present: Clint Dugas, Chairman; Shelby Bernard, Vice Chairman; Kelly Richard, Secretary; Susan Wilhelm, Commissioner; Sandy Richard, Commissioner and Roland Brailey, Commissioner.

Absent: None.

Personnel: Susan Lemaire, Office Manager; Kim Thomas, Clerk; James Brasseaux, Plant Manager; and Tony Richard, Consultant.

Guests: Stephanie Briggs, Todd Vincent, and Emily Faulk with Sellers and Associates; Ronnie Melebeck, Attorney; and Betty Bernard, customer.

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

The reading of the Minutes of the Board of Directors on November 14, 2023, was waived. On motion by Kelly Richard, seconded by Sandy Richard, and carried, the Minutes were approved as distributed.

Betty Bernard attended the meeting to speak to the Board about her high bill on one of her accounts. Questioned why she had to pay late charges if a Deferred Payment was agreed upon. Discussion followed. It was explained that any customer who has a balance after the due date, whether there is a Deferred Payment Agreement or not, there is a one-time 10% penalty applied to the account. She questioned who authorizes SE Water to charge this and what part of the government we are under. It was explained that the Louisiana State Legislative Auditor authorizes SE Water to charge late charges and that the Auditors check that our Late Charge Policy is adhered to at our annual audits. In addition, USDA also checks that we adhere to our Late Charge Policy. SE Water is under the Vermilion Parish Police Jury (they appoint our Board Commissioners), but we are a separate entity.

Stephanie Briggs presented the Engineer's Report: They are working on the Water Sector Program plans and specs that are due in March 2024. We need to start thinking about what the new CWF Grant money will be used for.

Susan Lemaire presented the business reports.

- Presented bills to be paid and auto drafted expenses for November 2023.
- Disconnected meters.
- Meters installed.

**“This institution is an equal opportunity provider and employer.”**



- 2024 Board Meeting Dates.

On motion by Shelby Bernard, seconded by Sandy Richard, and carried to pay the November 2023 bills as presented and approve the auto drafted bills and online payments. Kelly Richard abstained.

On motion by Susan Wilhelm, seconded by Shelby Bernard, and carried to approve the 2024 Board Meeting Dates as presented.

James Brasseaux presented the Plant Reports:

- Presented the Plant Report and Auto Flushers Report. All are normal.
- Plant Problems/Issues: Hardness is higher than normal. A failing solenoid valve was replaced.
- Received Well sample results for PFAS/PFOA. None detected.

On motion by Susan Wilhelm, seconded by Kelly Richard, and carried to go into Executive Session.

There being no further business to come before the Meeting Body, a motion by Shelby Bernard, seconded by Sandy Richard, and carried, to adjourn the meeting at 12:00 p.m.

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Kelly Richard, Secretary

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Clint F Dugas, Chairman

