

**SOUTHEAST WATERWORKS DISTRICT NO. 2
VERMILION PARISH, LOUISIANA
BOARD OF COMMISSIONERS, REGULAR MEETING
JANUARY 14, 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, January 14, 2021, at 4:00 p.m.

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

Absent: Shelby Bernard, Vice Chairman and Byron Perry, Commissioner.

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

Also Present: Cindy and Jeffery Miller.

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

The reading of the Minutes of the Board of Directors on November 12, 2020 was waived. On motion by Susan Wilhelm, seconded by Sandy Richard and carried, the minutes were approved as distributed.

Cindy and Jeffery Miller spoke to the Board about getting a water line down Shoot's Road which is a public road.

On a motion by Kelly Richard, seconded by Sandy Richard, and carried, to get with the engineer to get prices and check feasibility. If estimate is \$5,000 or below, Jeremy has the authority to proceed with the work.

Clint Dugas, Chairman, opened sealed bids for the sale of 2013 Dodge Ram Truck.

On a motion by Kelly Richard, seconded by Sandy Richard, and carried, to accept the highest bid for the 2013 Dodge Ram truck from BB's Auto Sales in the amount of \$9,500.00.

Susan Lemaire and Kim Lewis presented the business reports.

- Presented bills to be paid for November and December 2020.
- Presented Past Due Account.
- Fourth Quarter Budget, Expenses and Income Report.
- Presented Proposed 2021 Meeting dates.

On motion by Susan Wilhelm, seconded by Kelly Richard, and carried, to ratify November 2020 bills paid as presented due to no December 2020 meeting.

On motion by Susan Wilhelm, seconded by Kelly Richard, and carried, to pay all bills accrued to date as presented (December 2020 bills).

On motion by Sandy Richard, seconded by Susan Wilhelm, and carried, to amend the Fourth Quarter Budget, Expenses, and Income Report.

On motion by Kelly Richard, seconded by Susan Wilhelm, and carried, to accept the 2021 Board Meeting Dates.

Jeremy Touchet presented the Manager's Report:

- Presented the Plant Report and Auto Flushers Report.
- Meter Installations.
- Request Tony Richard to attend school to keep his certification up to date to serve as backup for Jeremy in case of emergency after Tony's retirement
- Discussion to start a time frame for hiring of a new employee as we get closer to Tony's retirement.
- Present preliminary quote for the replacement of the overhead door on the northeast corner of the plant. The cost would be covered by Short Lived Assets account.
- Will have APT Controls to repair the check valve on Service Pump #1.
- Presented to Board the Basic Service Agreement from Compressed Air Systems.

On motion by Kelly Richard, seconded by Susan Wilhelm, and carried, to send Tony for renewal of Certification with Southeast Water paying cost.

On motion by Kelly Richard, seconded by Susan Wilhelm, and carried, to have overhead door on northeast corner of the plant replaced for \$4,770.00.

On motion by Susan Wilhelm, seconded by Sandy Richard, and carried, to enter into quarterly maintenance agreement with Compressed Air Systems for maintenance of plant's air compressor.

There being no further business to come before the Meeting Body, a motion by Kelly Richard, seconded by Sandy Richard, and carried, to adjourn the meeting at 5:40 p.m.

Kelly Richard, Secretary

Clint F Dugas, Chairman