

South Toledo Bend Waterworks District



3260 Little Flock Road • Many, LA. 71449

Malcolm Franks, President

• Robert "Bob" G. Marshall, Vice President

Geri Alford, Secretary/Treasurer

Commissioners: Rodney DeRouen • Megan Quinn

Minutes of South Toledo Bend Water Board August 11, 2015

Board Members Present: Malcom Franks, Geri Alford Rodney DeRouen, and Megan Quinn

Absent: Robert Marshall

Others Present: Tom Harless, Don Kelly, Bernie Sloan, Shane Sloan, and Mr. Gary Steinke, CPA.

Meeting was called to order at 9:00 AM by Malcolm Franks. The roll was called and, an opening prayer was said by Malcolm Franks.

A motion to accept the agenda as presented was made by Megan Quinn, duly seconded by Rodney DeRouen
. Motion carried unanimously.

NEW BUSINESS:

Bernie Sloane Insurance agent with Stiel Insurance of Acadiana, Inc. presented the renewal packet for insurance coverage relating to Workers Comp and Liability. Workers Comp will renew through LUBA for a total estimated annual premium of \$10,408 and General Liability; Insurance through Louisiana Glatfelter Underwriting Service, Inc. was discussed with a total estimated annual premium of \$23852.76. **A motion was made by Geri Alford, duly seconded by Rodney DeRouen accepting the insurance quotes from Mr. Sloane on workers comp and Liability insurance for the year September 1, 2015 thru August 31, 2016. Motion carried unanimously.**

Mr. Steinke presented the 3rd Quarter financial report. **A motion was made by Geri Alford, duly seconded by Megan Quinn approving the 3rd quarter financial report as presented by Mr. Steinke. Motion carried unanimously.**

Mr. Steinke suggested that the board authorize Board President to approve the publication notice for the adoption of the proposed budget. **A motion was made by Geri Alford, duly seconded by Rodney DeRouen for Malcolm Franks to meet with Mr. Steinke to plan the budget. The board also approves board president Malcolm Franks to publish the proposed budget notice in the Sabine Index to be in compliance in order to introduce the proposed budget at the next regular scheduled meeting September 8, 2015.**

OLD BUSINESS:

The Minutes of the July 14, 2015 meeting were brought to floor for approval. **A motion to accept the minutes as read was made by Rodney DeRouen, second by Megan Quinn. Motion carried unanimously.**

Treasurer report was presented by Geri Alford for the months of June and July 2015. **A motion was made by Megan Quinn duly seconded by Rodney DeRouen to accept the treasurer's report for the months of June 2015 and July 2015. Motion carried unanimously.**

An update on truck no. 26 regarding the transmission was on a positive note, the problem existed due to burnt wiring.

Board President Malcolm Franks gave an update on Project FP&C 50-NCN-10-01, auto read water meters. Currently there have been 850 plus meters installed and the employees will be in a training session for meter read procedures as well as billing process.

Manager Rick Leonard also addressed the board:

- All monthly state reports and samples completed and sent in as required by LDHH.
- For the month of July the plant processed **8944000** gallons of water at an average of **288516**--- GPD and shipped out **8858377** gallons of water at an average of **28574** gallons per day.
- Plant usage for production (chlorine, caustic, & polymer carrier waters) estimated at 500,000 gallons. Plant usage for backwashing was **85623** gallons

- Gerva Alford passed his Class II certifications.
- Chlorine Burn-A motion was made by Geri Alford duly seconded by Rodney DeRouen for plant manage to conduct a chlorine burn, following regulations of DHH and to perform an investigations upon completion of chlorine burn as to our TTHM readings to be in compliance of DHH.
- Update on auto meter installations
- Mileage on trucks are truck #25 155,144; truck # 26 127,403 and truck #52 27,442

A motion to accept the Manager/Operator report as presented was made Rodney DeRouen, second by Megan Quinn. Motion carried unanimously.

A motion was made by Megan Quinn duly seconded by Rodney DeRouen to enter into executive session in order to discuss bad debt account and personnel issues.

A motion was made by Geri Alford, duly seconded by Megan Quinn to return back to the regular scheduled meeting. Motion carried unanimously. No Action Taken

There was no other business and a motion to adjourn was made by Rodney DeRouen duly seconded by Geri Alford. Motion carried unanimously.

NEXT BOARD MEETING: TUESDAY, September 8, 2015 AT 9 AM
 South Toledo Bend Water Plant – 3260 Little Flock Road, Many, LA 71449
 Prepared by: Carla Parker Administrative Assistant
 Publish Sabine Index – August 26, 2015

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