

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 December 8, 2015

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

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:

Mr. Steinke presented the board with a total amount of \$330 for outstanding refunds which hasn't cleared in order for bank reconciliation. **A motion was made by Mr. Marshall, duly seconded by Mr. DeRouen for outstanding checks to become null and void after 180 days of date of issuance which will be printed on all checks. Motion carried unanimously.**

Mr. Steinke presented the 3rd quarter financial statement. **A motion was made by Mrs. Alford, duly seconded by Mr. DeRouen to accept the 3rd quarter financial reported as presented. Motion carried unanimously.**

Treasurer report was presented by Geri Alford for the months of November 2015. **A motion was made by Mr. Marshall duly seconded by Mr. DeRouen to accept the treasurer's report. Motion carried unanimously.**

The Minutes of the November 10, 2015 meeting were brought to floor for approval. **A motion to accept the minutes as read was made by, Mr. DeRouen second by Mrs. Quinn. Motion carried unanimously.**

Board President Malcolm Franks gave an update on Project FP&C 50-NCN-10-01, auto read water meters. Contractor has installed all meters required per contract. There are 2 meters that would need to be replaced that were not included in the contract. Our personnel will install the two auto read meters. **Mrs. Alford made a motion, duly seconded by Mr. Marshall approving the report. Motion carried unanimously.**

Malcolm Franks updated the board on the paper work regarding the water line relocation for the Police Jury bridge work on Lakeside Loop. Cooperative Endeavor Agreement was signed. Work will commence within the next few weeks. **A motion was made by Mrs. Alford, duly seconded by Mr. DeRouen. Motion carried unanimously.**

Mr. Malcolm informed the board of the pump that was ordered, however an additional pump is needed. The funds will be paid out of the Asset Replacement Fund. **A motion was made by Mr. Marshall, duly seconded by Mr. DeRouen. Motion carried unanimously.**

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 November the plant processed 8674000 gallons of water at an average of 279806 GPD and shipped out 8575284 gallons of water at an average of 27622 gallons per day.
- Plant usage for production (chlorine, caustic, & polymer carrier waters) estimated at 50,000 gallons. Plant usage for backwashing was 98716 gallons
- Truck 26
- Data Logs (8)

A motion was made by Mrs. Alford, duly seconded by Mr. DeRouen accepting the manager report for the water plant. Motion carried unanimously.

A motion was made by Mrs. Alford, duly seconded by Mr. DeRouen to enter into executive session to discuss personnel. Motion carried unanimously.

A motion was made by Mrs. Alford, duly seconded by Mr. DeRouen to return from executive. No action taken in executive session.

A discussion was made by the board regarding the 2.25% COLA increase. **A motion was made by Mr. Marshall, duly seconded by Mr. DeRouen approving a 2.50% COLA increase for the 2016 calendar year. Motion carried unanimously.**

There was no other business and *a motion to adjourn was made by Mr. Marshall duly seconded by Mr. DeRouen. Motion carried unanimously.*

NEXT BOARD MEETING: TUESDAY, January 12, 2015 AT 9 AM

South Toledo Bend Water Plant – 3260 Little Flock Road, Many, LA 71449

Prepared by: Geri Alford, Secretary/Treasurer

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