

South Toledo Bend Water 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 8, 2016

Board Members Present: Geri Alford, Megan Quinn, Rodney DeRouen
Absent: Malcolm Franks, Robert Marshall
Others Present: Richard Leonard (plant manager), Mr. Gary Steinke, CPA, Mr. Shane Sloane

Meeting was called to order at 5:00 PM by Geri Alford. The roll was called and there was a quorum to conduct business.

The Agenda was amended with a ***motion made by Geri Alford, second by Megan Quinn to add Mr. Steinke for the presentation of the 3rd quarter financial report. Motion carried unanimously.***

NEW BUSINESS:

The minutes of the July 12, 2016 meeting were brought to the floor for approval. ***A motion to approve the minutes of the July 12th meeting was made by Geri Alford, second by Megan Quinn, approved by all, motion carried.***

Mr. Gary Steinke with Steinke & Associates presented the 3rd quarter financial report. ***The financial report was approved on a motion made by Geri Alford, second by Megan Quinn, motion carried.***

Mr. Steinke stated that the \$3.20 annual usage fee would be on the next billing cycle. Mr. Steinke asked the Board for authorization for him, or Stephen Steinke, to work with the president on the new budget plan. ***A motion was made by Geri Alford, duly seconded by Megan Quinn, for Malcolm Franks to meet with Mr. Steinke to plan the budget. Approved by all, motion carried.***

Geri asked if it was okay to go ahead and take the Insurance review. All approved.

Shane Sloane, an Insurance agent with Stiel Insurance of Acadiana, 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 \$8969.00; Insurance through Glatfelter Underwriting Services, Inc. was discussed with a total estimated annual premium of \$23460.00. ***A motion was made by Geri Alford, duly seconded by Megan Quinn accepting the insurance quotes from Mr. Sloane on the workers comp and Liability insurance for the year September 1, 2016 thru August 31, 2017. Motion carried unanimously.***

A motion was made by Geri to pay the insurance and workers comp, when due, as opposed to monthly installments, second by Megan. Motion carried unanimously.

The treasurer's report was presented by Geri Alford, Treasurer. Checks written for the month of July were #013285 thru #013308. ***A motion to approve the Treasurer's report for July 2016 was made by Megan Quinn, second by Rodney DeRouen, motion carried.***

A motion was made by Megan Quinn, second by Rodney DeRouen to approve Geri Alford's reappointment. Motion carried.

Rick Leonard presented the Manager's report for July 2016 to the Board:

- All monthly State reports and samples sent to LADHH
- Plant processed 9,602,000 gals of water @ an average of 309,741 gallons per day and shipped out 9,411,867 gals of water @ an averaging of 303,608 gals per day
- Plant usage for production (chlorine, caustic & polymer carrier waters) estimated @ 50,000 gallons
- Plant usage for backwashing was 190,133 gallons
- Reference ACT 605, Rick stated that we could bill this each month, starting January 2017. Geri recommended this so as not to confuse the customers. Rick stated that we will have to bill each customer the \$1.60 for the safe drinking water fee before the end of the year.
- USDA LAP/LEP... We have to implement this with no cost to the customer.
- Data Logs

A motion to accept the Manager/Operator report as presented was made by Geri Alford, second by Megan Quinn, motion carried.

OLD BUSINESS:

Billable water vs Loss...Rick stated that he needed a specific report on this from Mr. Steinke's office, and that this was being worked on, at present. It was agreed, by All, to table this until the next board meeting.

CWEF application...We have no feedback on this, as of this time.

FEMA Update...There is no new information on this, as of this time.

Ground Storage Tanks...Rick stated that we finally got the approval on this project. It was agreed, by All, to table this discussion until we could get with Mr. Steinke's office on the budget.

There was no other business and **a motion to adjourn was made by Rodney DeRouen, second by Megan Quinn, motion carried.**

NEXT BOARD MEETING: Monday, September 19, 2016 at 5:00 PM

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

Prepared by: Betty Maupin, Secretary

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Telephone 318-586-9836

Email: stbwd09@hughes.net

FAX: 318-586-3119