

# 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 12, 2016

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

Others Present: Richard Leonard, plant manager, Mr. Gary Steinke, Ms. Ronda Adams

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

Ms. Ronda Adams addressed the board about her water bill.

The Agenda was amended with a *motion made by Geri Alford, second by Rodney DeRouen to add Term consideration and to enter into Executive Session. All agreed. Motion carried unanimously.*

### NEW BUSINESS:

Mr. Gary Steinke with Steinke & Associates presented the 3<sup>rd</sup> quarter financials and end of year report. *The financial report was approved on a motion by Geri Alford, second by Rodney DeRouen, approved by all, motion carried unanimously.*

The Minutes of the November 14, 2016 meeting were brought to the floor for approval. *A motion to approve the minutes of the November 14<sup>th</sup> meeting was made by Robert Marshall, second by Rodney DeRouen, approved by all, motion carried.*

Treasurer's report was presented by Geri Alford, Treasurer. Checks written for the month of November were #013406 THRU #013502. *A motion to approve the Treasurer's report for November 2016 was made by Robert Marshall, second by Rodney DeRouen, agreed by all, motion carried.*

*A motion was made by Megan Quinn to pay the bills as presented, duly seconded by Rodney DeRouen, agreed by all, motion carried.*

The engagement letter to Johnson, Thomas & Cunningham was signed by Mr. Franks, and will be sent out certified/return receipt mail.

Rick Leonard presented the Manager report for November 2016 to the Board:

- All monthly State reports and samples sent to LADHH.
- Plant processed 6,507,000 gals of water @ an average of 209,903 gallons per day and shipped out 6,420,219 gals. of water @ an averaging of 207,103 gals. per day
- Plant usage for production (chlorine, caustic, & polymer carrier waters) estimated @ 50,000 gallons.
- Plant usage for backwashing was 86,781 gallons
- Nitrate Plan
- Tracer Study
- 10" Main
- Hydro Tank

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

*A motion was made by Geri Alford, second by Robert Marshall, to approve the re-appointment of Malcolm Franks as Board president. Motion carried unanimously.*

### OLD BUSINESS:

Reference the Dess Road project, Mr. Franks and Mr. Walker are still discussing this and Mr. Franks will keep the board updated on their progress.

Rick Leonard informed the board that the advertisement for sealed bids for the purchase of a new work truck had been put in the newspaper.

Mr. Franks informed the board that it may not be until the end of January or February before we see any money from CWF.

In reference to FEMA, we still have no new information on this.

An update on the ground storage tanks was given by Rick Leonard. The tank company is done with their part. We have the meters needed, but are waiting for the weather conditions to permit us to start the work.

**A motion was made by Geri Alford to enter Executive Session, second by Rodney DeRouen, motion carried.**

BOARD ENTERED EXECUTIVE SESSION and after being in Executive Session for 30 min., **a motion was made by Geri Alford to return from Executive Session, Robert Marshall seconded and approved by all.**

NO MOTIONS OR ACTIONS WERE TAKEN IN EXECUTIVE SESSION

**A motion to amend the agenda to include the COLA raises for employees was made by Robert Marshall, second by Geri Alford, agreed by all. Motion carried.**

**A motion was made by Geri Alford that the board approve a COLA raise for all employees, effective January 1, 2017, second by Rodney DeRouen, agreed by all. Motion carried.**

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

**NEXT BOARD MEETING: MONDAY, January 9, 2017 AT 5 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](mailto:stbwd09@hughes.net)

FAX: 318-586-3119