

**Water Works District No. 2
St. Tammany Parish, State of Louisiana**

**Board of Waterworks Commissioners Meeting
Water District No. 2 office, Hwy. 36, Covington, LA**

April 8, 2024 – 5:00 p.m.

Staff Present: A.J. Cigali – General Manager
Grady Thigpen – Field Supervisor

Board Present: Benjamin Martino – President
Pierre Fabre – Vice President
Lorraine Saba – Secretary/Treasurer
Monique Stubbs – Board Member

Staff Absent: Julie Williams – Asst. General Manager

Call to Order: The meeting was called to order by President Benjamin Martino.

Minutes: Minutes of the March 11, 2024 meeting were read. Motion to approve them was made by Monique Stubbs and seconded by Pierre Fabre.

Bank Balances: Bank balances for the month ending March 31, 2024 were read by Lorraine Saba.

Julie Williams' comments were read:

Water Loss: Water Loss was down to 13.92% for the month of March.

Budget Comparison: 1st Quarter Budget to Actual Report showed that we are at 23.13% of Revenue and 25.11% of Expenses, so everything is on track.

Water Meters: Used water meters were sold for a final cost of \$15,633.06.

Annual Audit: The Annual Audit by LaPorte is in progress.

Grady Thigpen spoke:

Field Work: Grady said he fixed two leaks the last week of March and beginning of April. They were 2" and 3" lines. He had to dig up one and the other was at the bottom of the canal. This should help reduce our water loss. He also noted that the cost of parts for repairs is going up.

Water Tower Inspection: The water tower representative said we are on the list for inspection.

Truck Lights: Grady said he contacted someone in Slidell for emergency strobe lights for the new trucks, but has not received a response. Someone at the parish can do it, but he is uncertain if they are integrated lights. He said the St. Tammany Public Works Director may know of someone. So Pierre suggested he go to Covington Automotive and Ben agreed.

New Field Men: Ben asked about the new hire – Casey. He was hired as ‘full time’ and works well with James. Both know how to run the machines, but it will take time for them to get accustomed to small leaks.

Generator: The generator is working now, but during the Monday practice run, the generator would not go off. SCADA had not gone off and we had not lost power. Grady spoke with Pan American Power over the phone about the problem but they wanted to charge us an emergency fee of \$485.00 to come out and look at problem. Grady explained to them that their service tech came out about a week ago and worked on the generator and something is not functioning properly and we shouldn't have to pay an emergency service fee. They finally had a technician call Grady on the phone and after speaking with the technician they found that the timer had been accidentally reset to run for 15 hours instead of 15 minutes on the control panel after the repairs was made and reset by the technician. They were able to walk Grady through resetting the timer, but in light of this, Monique suggested we consider someone else to service the generator.

Well Site: Well 3 and well 4 had a rebuilt motor that developed an oil drip. Therefore, the motor seal will be changed so that we always have a spare.

No further business to discuss, a motion to adjourn was made by Monique Stubbs and seconded by Pierre Fabre.

Submitted by: Lorraine Saba, Board Secretary-Treasurer.
Lcs: 49/2024`