

**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**

**February 14, 2024 – 5:00 p.m.**

**Staff Present:** A.J. Cigali – General Manager  
Julie Williams – Asst. General Manager  
Grady Thigpen – Field Supervisor

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

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

**Minutes:** Minutes of the January 9, 2024 meeting were read. Motion to approve them was made by Monique Stubbs and seconded by Lorraine Saba.

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

**Julie Williams spoke:**

**Budget:** Julie gave out the Profit & Loss Report for January, 2024. She said the Water Sales Revenue was 27% less or close to \$20,000 less than the January 2023 Sales Revenue. She explained that it was because we had a really long stretch of hard freeze in December 2022. Since we did not do cut-offs at that time, more customers paid their past due bill in January 2023 which inflated the number.

2024 Expenses looked higher because the Health Insurance for January 2023 didn't hit until February 2023, so that made January 2023 Health Insurance "zero" in comparison to January, 2024. Other expenses discussed were for pipe supplies, autos, and system repairs. Questions were asked about our phone and cell service charges, as well as DHH assessment.

**Field:** James Deyo passed the test for his Class 2 certification for Water Production, Water Distribution and Water Treatment. His certificate will also go on the office wall.

**Board Members:** Sara Holzhalt was not present at the meeting because she has not officially been appointed to the board by the St. Tammany Parish Council. However, Councilman Larry Rolling said they are trying to put her board appointment on their March agenda. In the meantime, Sara has submitted a letter to them outlining her background. Existing board members are also waiting for confirmation of their positions.

**Surplus Meters:** [govdeal.net/govdeal.com](http://govdeal.net/govdeal.com) has been set up to auction off our surplus meters. A picture and short description of them is shown. Therefore, the board declared that the meters had no value. That is a requirement for them to be placed on the [govdeal.net/govdeal.com](http://govdeal.net/govdeal.com) website. A form was signed by Board President Benjamin Martino., Gen Mrg A.J. Cigali and Fld Supv Grady Thigpen declaring that the meters had no value. The old meters will be listed for 14 days as one big lot, with a starting bid of \$10. If no bids are made, the agreement can be modified or cancelled. If the meters are purchased, they would have to be paid for within 5 days and picked up within 10 days. The proceeds would then be sent to us.

**Surplus Trucks:** The two 2014 Toyota Tundra trucks were also declared surplus by the board and will be placed on the [govdeal.net/govdeal.com](http://govdeal.net/govdeal.com) website after we see how things go with disposal of the meters. This will save us on insurance.

**Subpoena:** We received a subpoena from someone living in Folsom. It said to report with documents regarding 81332 Chenel Rd. in Folsom, LA. Since that address is not in our water district, we do not service it. Therefore, Julie called Sara Bradley's law office and was told that we had reportedly done work on their property. So Julie explained that they probably had us mixed up with Water Works Pump & Well Service. Julie then e-mailed Emily Couvillion at the Parish DA's office who checked and said we were served in error and could disregard the subpoena. We have email confirmation.

### **Grady Thigpen spoke:**

**Water Tower:** Grady said it's been six years since we had our water tower on Lowe Davis Rd. inspected and painted inside and out. The outside is OK, but the inside must be inspected. Maguire Iron, Inc. quoted us a price of \$2,650 to do a complete inspection with a disinfected ROV. They will report on any maintenance needed along with photos of the interior and exterior. Julie said we should make this part of our maintenance procedures.

**Water Leaks:** Grady said that we recently had some leaks going into man holes. Ben asked about meters getting flooded with recent rains. Grady said it does

cause issues with the meter box lids floating off sometimes but the wire antennas help prevent them from floating completely away. We do have new lids that we have started using that will snap in better and should help hold them in place. He added that the antennas help make the reading process go faster because the antennas help the system pick up the read from a further distance.

### **A.J. Cigali Spoke:**

**Water Loss:** A.J. asked about the water loss of 14.68%. We could get the LRWA to trouble-shoot for some answers. Grady continues to look at water mains, pipes in canals, and rains in sand. No one is complaining of low pressure so it is hard to find until the leak becomes a major problem.

**Truck Safety:** A.J. asked if our new trucks have flashing safety lights. He wants to avoid accidents and lawsuits. Grady said no, that we have to have some installed. Grady said he does have one that can be moved to different spots on the car. He noted that Utilities, Inc. can recommend a place who installs them. However, Ben said the St. Tammany Parish Public Works Department may have a licensed contractor that they could recommend.

A.J. ended the meeting by welcoming Ben to the board.

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

**Submitted by:** Lorraine Saba, Board Secretary-Treasurer.  
Lcs: 2/15/2024`