

**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**

March 11, 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 February 14, 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 February 29, 2024 were read by Lorraine Saba.

Julie Williams spoke:

Water Loss: Julie said that our water loss is down to 14.16%.

Budget: There were questions last month about several items on the January Profit & Loss Report so Julie explained the reason for the numbers.

- Two months of phone charges were paid at the same time due to the billing cycle.
- DHH had not billed us for the quarter, so she called and requested a bill.
- The revenue collected from UIL was coded incorrectly, therefore it wasn't going into our revenue sales. Cindy has now corrected that.
- Annual insurance of \$41,000 increased our expenses this month, along with pump repairs at the well site and new truck tires.

Julie said she has reprinted the January, 2024 Profit & Loss Report, and we are now back on track. She noted that our yearly audit will be the first week of April. The regular audit and the AUP will cost \$21,000. LaPorte will again do our audit, therefore, Ben Martino and Lorraine Saba signed the compliance form saying that we follow all rules in our practices.

Surplus Meters: The auction was successful and we will receive \$18,100 for our surplus meters. The buyer will pay Govdeal.net/govdeal.com. Henry Quispe – Rocky Computer Recycling Co., Dallas, TX won the bid. Julie is now waiting for the buyer to contact her for pick-up. She noted that this money will go into the Reserve Replacement Account.

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 website after we see how things go with disposal of the meters. When the WWD-2 decals are removed, the trucks will be put up for bid.

Grady Thigpen spoke:

Water Loss: Grady noted that our water loss was down in spite of a few existing water leaks. Fire District No. 12 has been using water from the hydrants during their training exercises, which contributes to our water loss.

Truck Safety: Emergency strobe lights are planned for the new trucks. St. Tammany Parish did not have a recommendation for a contractor to do vehicle lights, therefore, Grady will contact someone in Slidell who does this.

Well Site: The block heater and controller went out on our generator which will need to be replaced in order for the generator to run properly. Pan American Power has been scheduled to do the repairs at a cost of approximately \$3,100.00

Streets: Contractors are now paving streets in the neighborhood which can sometimes cause line breaks. He noted that Utilities, Inc. is doing work now.

Water Tower: The company that inspects the tower every three years responded with an e-mail saying they would schedule us.

Field Work: Ben asked Grady if the prospective new employee will ride with Grady or James while getting trained. Grady said yes, and added that the new hire knows the business, but needs to learn the neighborhood.

A.J. Cigali Spoke:

Water Lines: A.J. asked about water leaks and Grady said it's hard to identify leaks. Two to three gallons of water can leak a minute.

No one is complaining of low pressure, so it's hard to find leaks until they become a major problem. Therefore, he continues to look at meters, water mains, pipes in canals, and glue joints. We have an aging system put in during the 1960s, so upgrading the lines and tie-ins is needed, but would have to be done by a contractor. Old streets would need upgrades first, then the highways.

Per Grady Thigpen – There has been a revision on January 15, 2021 for the Lead and Copper Rule. We have to develop and maintain a service line inventory for each location that is connected to our system. The initial service line inventory that includes the system-owned and customer-owned portions of all service lines in the system's distribution system is due to Louisiana Department of Health by October 16, 2024. We are currently working on putting this information together.

Truck Safety: A.J. asked Grady about the time period allowed for getting truck emergency lights. Grady said he was looking into it with someone in Slidell. Utilities, Inc. has a contractor doing theirs, but they don't want to do ours.

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: 3/12/2024`