

**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**

October 21, 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
Lorraine Saba – Secretary/Treasurer
Pierre Fabre – Vice President

Board Absent: Sarah Holzhalb – Board Member
Monique Stubbs – Board Member

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

Minutes: Minutes of the September 9, 2024 meeting were read. Motion to approve them was made by Pierre Fabre and seconded by Ben Martino.

Bank Balances: Bank balances for the month ending September 30, 2024 were read by Lorraine Saba.

Julie Williams spoke:

Water Loss: Water Loss went up to 24.36% in the month of September for several reasons. One was due to Fire District No.12 training exercises using the hydrants by the fire station.

A tree also fell on a meter box at a vacant address on Arthur Rd and broke the 1” service line which wasn’t noticed right away. Customer next door said they noticed it about a month and a half ago. Grady said based on 15 – 20 gallons per minute leaking for about a month would cause approximately 800,000 gallons of water loss. The leak has been repaired.

Profit & Loss: 2024 Adopted Budget Vs. Actual Budget for January-September was handed out. Total Operating Revenue is at 71.09% and Total Operating Expenses are at 71.01%. The district seems to be on schedule for the first three quarters of the year.

Lead Service Water Line Inventory: Julie said the Lead Service Water Line Inventory was turned in to Louisiana Department of Health on 10/16/24. Now we wait to see if it is approved or rejected. She noted that no lead was found in our system at all.

PERS Retirement Program. Julie contacted the PERS Program director and she said we will be on the agenda for approval at the December 10th PERS board meeting.

2016 Ford F150 Repair: The insurance claim check of \$5929.80 for Grady's truck damage was put in the mail to us on 10/18/24. Once we receive the check Grady will schedule with Covington Body Shop to have the repairs done.

Annual Budget Review: Julie said we need to adopt our 2025 Annual Budget by December 2024. The annual employee reviews need to be reviewed by the November 2024 Board Meeting in order to finalize the budget

Grady Thigpen spoke:

Field Work: Grady said Lynn Dr. has been fixed, but they are waiting for the surface to dry out before paving the road.

Grady noted that the gas company is working on Hwy. 21 near Wilson and Plantation. He's hoping they avoid the water lines. He plans to add water valves in the future to help isolate sections to limit the amount of customers effected by water leaks and boil water advisories

Ben asked if we make winter preparations and Grady said they cover flush hydrants and then remove them in the spring.

A.J. Cigali spoke:

Leaks: A.J. suggested that we put a note on our bills asking customers to report any water leaks they see. Julie said our phone number is on the bill and customers do call in, but she will add a message. Ben asked if there have been water spikes or low pressure in the afternoon due to excessive watering. Grady said no, not usually. He explained that valves help limit water waste while broken lines are being repaired.

Water Pressure: A.J. asked about the average water pressure. Grady said it used to be 54 psi, but now the upgrade that was done years back to new controls has made the pressure higher and better: 59 – 63 psi at the well site. So there is a lot more pressure now.

Benjamin Martino spoke:

FEMA Reimbursement Program: Ben reminded us that we have only three more weeks to apply for reimbursement due to Hurricane Francine. Anything over \$3300 is reimbursable and easy to file for. Julie said she looked at the website and made up a spreadsheet with the particulars. Grady noted that the generator only ran a short time – approx. 12 hours. Therefore, Ben will get with Julie to review what we did and decide if it's beneficial to file.

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

Submitted by: Lorraine Saba, Board Secretary-Treasurer.
Lcs: 10/22/24