

**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**

January 9, 2024 – 5:00 p.m.

Staff Present: Julie Williams – Asst. General Manager
Grady Thigpen – Field Supervisor

Board Present: Benjamin Martino – President (new)
Pierre Fabre – Vice President
Lorraine Saba – Secretary/Treasurer
Monique Stubbs – Board Member
Julie Huhn – Board Member

Staff Absent: A.J. Cigali – General Manager

Call to Order: The meeting was called to order by Vice-President Pierre Fabre.

Minutes: Minutes of the December 11, 2023 meeting were read. Motion to approve them was made by Monique Stubbs and seconded by Julie Huhn.

Bank Balances: Bank balances for the month ending December 31, 2023 were read by Lorraine Saba.

Julie Williams spoke:

Field: James Deyo's Class 1 certificate for Water Production, Water Distribution and Water Treatment is now on the office wall. He will go on February 2nd to take the test for Class 2.

Vehicles: The new trucks are working fine and the Water Works District No. 2 logo will be put on them Thursday. The old trucks are being readied for disposal.

Budget: Julie gave out a Budget Comparison of 2023 Adopted Budget Vs. Actual Budget. Total Operating Revenue was 104.23% of projection, Total Operating Expenses were 106.55% of projection, and the Net Operating Revenue was 101.98% of projection. Overall, she thought we had done well. Julie explained that pipes and pipe supplies have caused our expenses to go up, and noted that Cindy made depreciation adjustments.

Water Loss: Julie gave out the December Billing and Usage Summary showing a water loss of 22.58%. She compared losses in 2021, 2022, and 2023 to find out why it's so high. She said that we began installing the new Neptune water meters in November of 2022. Since that time our percentages of water loss have increased. The gallons flowed are consistent with the billings, and we have added on new customers. While usage has gone up, we can't seem to locate the problem leaks. 14.69% was the yearly average. Our average water loss should be around 10%, but now it's close to 20%.

Utilities, Inc.: Julie advised Utilities, Inc. who owns and operates the sewer system in the area have issued an annual rate increase effective 12/26/23. We have a service agreement with Utilities Inc to do the billing for sewer charges. Our current service agreement with them expires in August 2024. We will need to review our contract terms and coordinate with Utilities Inc to have the service agreement renewed.

Building Lease: The Waguespack family has turned over our office lease to a property management company. The property management company only accepts electronic payment so we now have the monthly lease payment set up on auto draft. Our accountant Cindy Jackson will also set up routine utility bill payments on auto draft to save the expense of printing and mailing checks.

Grady Thigpen spoke:

Water Loss: Grady said construction work for the new bridge that was constructed in Magnolia Gardens could have affected some of our pipes in that area. He noted that we have a lot of small pipes, so cracks can go unnoticed. However, if they are substantial and causes low pressure, customers call in reports. In light of this, Grady will get with LRWA to come out and test the flow meters at the well.

Freezing Weather is expected Monday 1/15/24 thru Wednesday 1/17/24. In order to prevent broken pipes, Grady said that they plan to cover exposed hydrants and pipes throughout the system.

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

Submitted by: Lorraine Saba, Board Secretary-Treasurer.
Lcs: 1/10/2024`