PROCEEDINGS OF THE BOARD OF WATERWORKS COMMISSIONERS OF WATER DISTRICT NO. 1, PARISH OF LAFOURCHE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF THE BOARD HELD FEBRUARY 16, 2023.

The Board of Waterworks Commissioners of Water District No. 1, Parish of Lafourche, State of Louisiana, met in regular session at the Water Treatment Plant Distribution Office, Lockport, Louisiana, on Thursday, February 16, 2023, at six o'clock p.m.

All rose and recited the Pledge of Allegiance to the Flag.

There were present: Mr. Sidney Triche, President; Mr. Eric Roundtree, Vice-President; Mr. Robert Pontif, Jr., Secretary Treasurer; Commissioners: Mr. Dirk Barrios, Mr. Nolan Cressionie, Mr. Barry Uzee, Mr. Bobby Grabert, and Mr. Evan Plaisance.

There were absent: Commissioners: Mr. Manual Delatte, Mr. Morris Guidry and Mr. Jordan Collins.

On motion by Mr. Nolan Cressionie, seconded by Mr. Bobby Grabert, the Board unanimously approved the minutes of the meeting held January 19, 2023.

**Public Comments: None** 

Mr. Tory Hebert read a job progress report from Lafourche Parish Water District No. 1, which was ordered filed.

On motion by Mr. Barry Uzee, seconded by Mr. Eric Roundtree, the Board unanimously approved advertising for bids for Water Line Replacement Along Fairway Dr.-CWEF 21-22. Bids to be received March 15, 2023, at 2:00 p.m. at the Administration Office, Lockport, LA.

On motion by Mr. Evan Plaisance, seconded by Mr. Dirk Barrios, the Board unanimously approved the low quote by Lebro Construction, Inc. in the amount of \$69,969.00 received February 14, 2023 for Demolition of South Plant Administration Office contingent on FEMA approval. Results were as follows:

BIDDERBID AMOUNTLebro Construction, Inc.\$69,969.00Sealevel Construction, Inc.\$74,000.005A Contracting, Inc.\$93,280.00

Mr. John Plaisance II read a job progress report from GIS Engineering, LLC, which was ordered filed.

A letter from Jay Dardenne, Commissioner of Administration for the State of Louisiana, was noted approving the awarding of a grant in the amount of \$5,000,000 from the Water Sector Grant Funding for 18" Water Line from Galliano to Cut Off.

Mr. Mike Moffitt read a job progress report from Keck & Wood, Inc., which was ordered filed.

On motion by Mr. Dirk Barrios, seconded by Mr. Evan Plaisance, the Board unanimously approved advertising for bids for North Plant Permanganate Building. Bids to be received April 13, 2023, at 2:00 p.m. at the Administration Office, Lockport, LA.

Mr. Tory Hebert read a job progress report from Badeaux Engineers, Inc., which was ordered filed.

Mr. Tory Hebert read a job progress report from Angelette Design, LLC, which was ordered filed.

Mr. Jack Plaisance read a job progress report from T. Baker Smith, LLC, which was ordered filed.

Mr. Marco Picciola read a job progress report from Picciola & Associates, Inc., which was ordered filed.

Mr. Robert Pontif, Jr, Chairman of the Finance Committee, then presented motions to the Board on the following items reviewed by the Finance Committee prior to the regular meeting: On motion by Mr. Robert Pontif, Jr., seconded by Mr. Eric Roundtree, the Board unanimously approved the following pay requests for payment:

#### **PAY REQUESTS:**

S & L Enterprises

Rodrigues Electrical Service, LLC Payment No. 4 – South Plant Main Generator 3000A Trystar\$79,086.15
Sampey General Contractors Payment No. 4 – Waterline Replacement Cliff Lane, et al
On motion by Mr. Robert Pontif, Jr., seconded by Mr. Barry Uzee, the Board
unanimously approved the following invoices for payment:
INVOICES:
GIS Engineering LLC Basic Services – Water Line Relocation LA 1 Leeville to Golden Meadow\$538.42
Keck & Wood, Inc.  Basic Services – South Plant Carbon Feed System Upgrade\$8,457.16
Basic Services – North Plant Capacity Expansion\$25,300.99
Professional Services – Water Systems Rates Study

On motion by Mr. Robert Pontif, Jr., seconded by Mr. Nolan Cressionie, the Board unanimously approved the January 2023 Financial & Operating Report.

Right-of-Way Work - 18" Water Line Galliano - Cut Off......\$2,216.42

Mr. Robert Pontif, Jr., then informed the Board that the Finance Committee reviewed the insurance quotes for 2023. The committee made the following recommendations:

- 1.) General Liability with Tokio Marine Specialty Insurance Co. at a cost of \$62,984.00.
- 2.) Auto with Tokio Marine Specialty Insurance Co. at a cost of \$57,819.00.
- 3.) MVR Charge and Policy Fees with Tokio Marine Specialty Insurance Co. through Laris Insurance Agency at a cost of \$22.00 per driver.
- 4.) Umbrella with Tokio Marine Specialty Insurance Co. at a cost of \$47,893.00.

- 5.) Crime with Tokio Marine Specialty Insurance Co. at a cost of \$2,186.00.
- 6.) Wrongful Acts and Professional Liability with Tokio Marine Specialty Insurance Co. at a cost of \$2,912.00.
- 7.) Employment Practices Liability with Tokio Marine Specialty Insurance Co. at a cost of \$9,252.00.
- 8.) Terrorism Inclusion Endorsement included in General Liability and Policy Fee with Tokio Marine Specialty Insurance Co. at a cost of \$1,009.71.
- 9.) Commercial Property Coverage will be discussed, at a later date, once reduced coverage options have been received from the carrier and can be discussed with the Finance Committee.
- 10.) Employee Dishonesty with CNA Surety Co. at a cost of \$497.00.
- 11.) Boiler and Machinery with Travelers Property Insurance Co. at a cost of \$9,399.00.
- 12.) Public Officials Oath Bond with CNA Surety Co. at a cost of \$450.00.

These insurances are provided by Laris Insurance Agency.

The Finance Committee also reviewed the quotes for Workers' Compensation.

# BIDDER LUBA Casualty Ins. Co \$93,346.00

The Committee recommends LUBA Casualty Insurance Company. This insurance is with Arthur J. Gallagher Risk Management Services, Inc.

On motion by Mr. Robert Pontif, Jr., seconded by Mr. Bobby Grabert, the Board unanimously approved the Committees recommendation renewing all Insurances listed above for year 2023.

Mr. Wayne Gautreaux, General Manager, then discussed with the Board recent interviews for the vacant Distribution Manager position. On motion by Mr. Eric Roundtree, seconded by Mr. Barry Uzee, the Board unanimously approved the hiring of Brett Crosby to the position of Distribution Manager.

On motion by Mr. Eric Roundtree, seconded by Mr. Barry Uzee, the Board unanimously approved hiring Keck & Wood, Inc. to conduct our triennial RMP audit (to be performed before May 2023).

An update on the new Lead and Copper Rule was then given to the Board by Mr. Gautreaux.

Finally, on motion by Mr. Dirk Barrios, seconded by Mr. Evan Plaisance, the Board unanimously approved adopting a Resolution designating Mr. Eric Roundtree, Vice-President, as an Authorized Officer and signer on behalf of Lafourche Parish Water District No.1 for Capital One Bank.

On motion by Mr. Eric Roundtree, seconded by Mr. Barry Uzee, the meeting adjourned at 6:16 p.m.

Sidney Triche, President

Robert Pontif, Jr., Secretary Treasurer



# DEPOSIT ACCOUNT AND SERVICES RESOLUTION AND AUTHORIZATION FOR BUSINESS ENTITIES

Legal Entity or Sole Proprietor Name_	Latourche Parish Water District No	o. 1 (the "Company")
Doing Business As (DBA) / Assumed N	lame / Trading-As Name (if applicable)	
Business Entity Type (Check one):		
Corporation (profit or non-profit) Unincorporated Association Limited Liability Company	Partnership Sole Proprietorship Professional Corporation or Association	Limited Liability Partnership Limited Partnership X Other: Public Utility
authorized officer of this Company hold contained herein (the "Resolutions") to existing under the laws of the State of _accurate, and complete, (d) the following Company in accordance with applicable	ting the title as set under my signature be Capital One, N.A. (the "Bank") on behalf of Louisiana (c) the information seing is a true and correct copy of the "Relaw and this Company's governing instrument the minute books of this Company, have	of the above named Company, (b) I am an elow, to certify and deliver these resolutions of this Company, which is duly organized and et forth above regarding this Company is true, esolutions duly adopted or agreed to by this ments and agreements, as applicable, and (e) not been modified or rescinded and are in full

#### RESOLUTIONS

#### Depository Services

BE IT RESOLVED, the Bank is designated a depository in which the funds of this Company may be deposited, and that any Authorized Officer of Company (listed and defined in Section VI of these Resolutions or a subsequent resolution provided by Company) is an authorized signer on behalf of Company and are hereby authorized to open and maintain deposit accounts with the Bank (each, an "Account") and endorse, in the name of this Company, for the purpose of deposit and collection in and with the Bank, checks, drafts, notes and other like obligations ("Negotiable Instruments"). This Banking Resolution will apply to all accounts that the Company maintains with Capital One, N.A. Any Account shall be governed by and subject to the Bank's Rules Governing Deposit Accounts and Electronic Funds Transfer Agreement ("Account Agreement") by and between Company and the Bank, and any other rules, regulations, conditions, limitations and agreements contained in any New Account Information Card. All such Negotiable Instruments deposited and all prior endorsements are guaranteed by this Company whether or not an express guaranty is incorporated in such endorsements any Authorized Officer is also authorized to waive presentment, demand, protest and/or notice of dishonor of protest and to give instructions in regard to the handling or delivery of any negotiable or non-negotiable papers or documents involved in any of said transactions.

BE IT FURTHER RESOLVED, that any one of the Authorized Officers may be an authorized signer on any Account and may further delegate others as authorized signers or remove such delegated authorized signer(s) for the purposes of any Account, (including, without limitation, by use of a facsimile signature for any such person for whom a facsimile signature is affixed), including orders or directions in informal or letter form, against any funds or Accounts at any time standing to the credit of this Company with the Bank. Any Authorized Officer may further delegate authorized representatives to exercise the powers provided above on behalf of Company.

#### II. Treasury Management Services

BE IT RESOLVED that any of the Authorized Officers may enter into the Bank's Treasury Management Terms and Conditions Agreement and any related agreements and Operational Instructions (collectively, the "Treasury Agreement") and use the services offered by Bank under the Treasury Agreement and as otherwise agreed by Company (the "Services") and any one of the Authorized Officers of Company is authorized to issue written, facsimile, telephonic, electronic or oral instructions with respect to the Services, including the transfer of funds of this Company on deposit with the Bank (or otherwise transferable by the Bank), by wire or otherwise, without any written order for the payment of money being issued with respect to such transfer,

and, for and on behalf of this Company, to enter into such agreements with the Bank with respect thereto as such person(s) deem(s) advisable.

BE IT FURTHER RESOLVED, that any of the Authorized Officers are authorized to delegate their authority to others at Company to administer Company's use of any of the Services (each, an "Administrator"), including establishing limits and authorities of authorized users or additional Administrators of Company for the use of the Services, including, but not limited to, the authorized amount for the origination or approval of electronic funds transfers or as otherwise allowed under the Treasury Agreement. Such delegation may be in a form and format reasonably required by Bank and executed by the Authorized Officer or the appropriate Administrator.

#### III. Corporate Credit Card Services

BE IT RESOLVED, all Authorized Officers have the authority to apply for credit, borrow and pledge collateral on behalf of the Company in connection with Company's desire to apply to Bank to establish one or more Business, Corporate and Purchasing and/or Virtual Card Accounts (each a "Company Account") for the Company and for the Bank to issue one or more Credit Cards (each a "Card") to any employee or other individual as authorized (each of whom will be a "Cardholder") and/or issue a Virtual Account number (an "Account Number") for use under the Company's credit card Company Account pursuant to the Bank's terms and conditions contained in the Card Application(s) and accompanying Commercial Credit Card Agreement, and that each Authorized Officer (acting individually) has authority to enter into additional agreements, provide information to the Bank and take any further action necessary or desirable to the end expressed above.

BE IT FURTHER RESOLVED, that the Cardholders are authorized to charge on the Company Account any travel, entertainment, accounts payable and other purchases that are related to carrying out the business of the Company and permitted under the terms of the terms of the Commercial Credit Card Agreement and that the Authorized Officer and/or another designated corporate officer of the Company is directed to monitor said account and pay such proper charges as they fall due.

#### IV. Electronic Signature and Records

BE IT RESOLVED, Company acknowledges and agrees that Company and the Bank may use electronic records and signatures to receive, present, deliver or execute any document, and all documents contemplated or utilized in furtherance of these Resolutions. Any document or electronic record which is signed using an electronic signature shall be deemed to have the same effect as a paper document manually signed, and printed copies of documents which were created and/or executed using electronic records and electronic signatures will be treated to the same extent and under the same conditions as other original documents created and maintained in physical form.

BE IT FURTHER RESOLVED, that the Bank may accept and rely on this or any other resolution and all documents received from any Authorized Officer, authorized signer, or other individual so authorized by the Company, whether made in documentary form or using electronic records and electronic signatures. The Bank may rely on any electronic signature in any document that appears on its face to be, or identifies itself as, the signature of the authorized signer. Bank has no obligation to verify whether an electronic signature for any authorized signer in any document matches any specimen signature held by the Bank or on any Signature Card, or otherwise verify in any way that the document was actually executed by the authorized signer.

#### V. Agreement Authorization

#### BE IT RESOLVED that:

- A. All of the foregoing Resolutions shall continue in force until revoked or modified by written notice actually received by the Bank and setting forth a certified resolution duly adopted by this Company and signed by one purporting to hold the appropriate position of authority; provided, however, that any such notice shall not be applicable with regard to any Negotiable Instruments received or transactions originated prior to the actual receipt of such notice or dated on or prior to the actual receipt of such notice, but presented to the Bank after receipt of such notice, and the Bank is authorized to rely upon the last communication received by it, so authenticated, as to: any resolution of this Company, the persons who may be officers or signatories of this Company (including their respective specimen signatures) and/or any other matters of this Company, and the Bank shall be held harmless in such reliance, even though such resolution may have been changed or rescinded;
- B. This Company agrees to indemnify the Bank and save it free and harmless from any and all claims, demands, expenses (including reasonable attorneys' and paralegals' fees and court costs), losses or damages it may suffer resulting from or growing out of or in connection with any act taken by the Bank as a result of, or its failure to act under any or all the foregoing Resolutions (including its failure not to conform in all respects to the authorizations specified hereunder); as well as resulting from or growing

out of acceptance by the Bank of a request to transfer funds from any individual(s) named or listed herein or from the refusal by the Bank to honor any request received which does not in all respects conform to the authorization specified hereunder with respect to the individual(s) making such request;

- C. The acts and doings of any of the Authorized Officers shall at all times receive full and faithful credit without the necessity of inquiry by the Bank or other persons relying upon the same as to any circumstances attending the same, and that the acts and doings of any of the Authorized Officers with the Bank, and all agreements, written or oral, and any and all instruments of any and every kind, nature or description whatsoever heretofore or hereafter made, executed and delivered by Company to the Bank, are hereby fully ratified, approved, adopted and confirmed and declared to be and represent binding obligations of this Company in accordance with the respective terms and provisions thereof;
- D. If this Company is a partnership, limited liability company, or trust, these Resolutions do not affect the authority of any general partner, manager (member or non-member) or trustee (as applicable) of this Company to act on its behalf in all respects as contemplated in these Resolutions, whether or not identified herein;
- E. The Company agrees to be bound by the Bank's Rules Governing Deposit Accounts and any and all agreements entered into by the Authorized Officers, the rules and regulations of the Bank, governmental regulations, industry association rules (including local clearing house rules) and general practices of the Bank which, from time to time, govern the account(s) of the Company;
- F. All prior actions taken and transactions effected, consistent with these Resolutions, are hereby ratified, approved and confirmed by, and binding upon, this Company.

#### VI. Authorized Officers

BE IT RESOLVED, the following named persons are the officers of the Company (or general partners, if applicable), duly qualified and now acting as "Authorized Officers" of the Company:

Name of Authorized Officers	Title of Authorized Officers
Sidney Triche	President
Eric Roundtree	Vice President
Robert P. Pontif, Jr.	Secretary/Treasurer
Wayne Gautreaux	General Manager
Jennifer Savoie	Office Manager

BE IT FURTHER RESOLVED, that any Authorized Officer of this Company is hereby authorized to act for and on behalf of this Company to direct the Bank in writing to delete from or add to the person(s)/officer(s)/representative(s) herein designated to act on behalf of this Company with respect to any matter set forth in any other Section hereof.

IN WITNESS WHEREOF, I have subscribed my name to this document as of the Effective Date.

Robert Part	
Signature	
Robert P. Pontif, Jr.	
Print Name	
Secretary/Treasurer	
Title Title	



# Lafourche Parish Water District No. 1

#### **JOB PROGRESS REPORT**

#### Thursday, February 16, 2023

#### Waterline Replacement Along Fairway Drive - 21-22 CWEF Grant

Request that the Board approve advertisement for a bid opening on Wednesday, March 15th at 2 pm at the Administration Office in Lockport, LA.

#### **Administrative Office Demolition**

Received quotes for the project on February 14th, 2023. Below are the results:

Lebro Construction, Inc. \$ 69,969.00 Sealevel Construction, Inc. \$ 74,000.00 5A Contracting, Inc. \$ 93,280.00

Request the Board to approve the low quote of Lebro Construction, Inc. in the amount of \$69,969.00.

#### **Waterline Replacement Along Savoie Street**

Plan preparation is ongoing.

#### Waterline Replacement Along Gautreaux Street, et al

Plan preparation is on-going.

#### STP - Back-Up Chlorine Solution Booster Pump Installation

All suction piping has been installed. Starter and electrical wiring has been installed. Pump Contractor is still waiting for pump delivery.

### STP - Cleaning of Drainage Canal

Sealevel will be mobilizing equipment in the coming weeks to spread excavated material on site.

## Interior Paint and Repair of Bayou Blue Elevated Tank

D & M Tank is the Contractor for this project. Yard fabricated piping is currently being constructed. Once piping fabrication is complete the Contractor will mobilize on site to perform repairs.

Tory Hebert, P.E. Technical Assistant



#### Coastal Design & Infrastructure

16878 West Main Street Cut Off, LA 70345 P: (985) 632-5596 | F: (985) 632-4916 www.gisyeng.com

#### LAFOURCHE PARISH WATER DISTRICT NO. 1

#### JOB PROGRESS REPORT FEBRUARY 14, 2023

We are pleased to present the following report on the projects we are working on for the Lafourche Parish Water District No. 1:

#### Water Line Replacement, Cliff Lane, et al:

The construction contract was awarded to Sampey General Contractors, Inc., in the amount of \$408,590.00. The Notice to Proceed was issued for October 17, 2022. Sampey has completed work on Louviere Lane and Cliff's Lane. Sampey has completed most work on Bob's Lane and West 212th Street. Sampey has mobilized to Lerille Street.

#### 18" Water Line - Galliano to Cut Off:

LPWD#1 received notification that their Water Sector Grant application was awarded. LPWD#1 staff is coordinating with the State on the appropriate paperwork. We anticipate being ready to advertise in May 2023.

Thank you for this opportunity to serve you. If you have any questions, please do not hesitate to call.

Sincerely,

John J. Plaisance, II, P.E., L.S.

GIS Engineering, LLC

## Office of Community Development

#### State of Louisiana

Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

January 31, 2023

Mr. Sidney Triche Board President, Lafourche Parish Water District No. 1 Post Office Box 399 Lockport, Louisiana 70374

Dear Mr. Triche:

I am happy to inform you that the Joint Legislative Committee on the Budget (JLCB) at the recommendation of the Water Sector Commission (WSC) has approved a Water Sector Program (WSP) grant award for the Lafourche Parish Water District No. 1 in an amount up to \$5,000,000 for water improvements.

An authorization to incur costs letter and information regarding grant implementation will be forthcoming. Costs to be paid with WSP funds cannot be incurred prior to receipt of this authorization.

Congratulations, and I wish you every success in implementing your project. If you have any questions relative to the WSP requirements, please do not hesitate to call Traci Watts at (225) 342-7412.

Very truly yours,

Jay Dardenne

Commissioner of Administration

JD:tw

cc: The Honorable Michael Fesi, State Senator
The Honorable Joseph Orgeron, State Representative
Wayne Gautreaux, Lafourche Parish Water District No. 1
Traci Watts, Director, Office of Community Development-Local Government Assistance



#### STATUS REPORT February 16, 2023 BOARD MEETING

#### SOUTH PLANT CARBON FEED SYSTEM UPGRADE:

Demolition of the existing building is complete. The Contractor is preparing for pile and foundation installation.

#### NEW SURGE PROTECTION TANK AT SOUTH WATER TREATMENT PLANT:

Coordination of the tank pressure settings is being discussed and finalized. We are waiting on contractor scheduling of the startup and commissioning process with the tank supplier in the next few weeks.

#### **NORTH PLANT CAPACITY EXPANSION:**

Detailed design work and construction drawing preparation is progressing. Further review of progress drawings will be discussed with District staff for revisions and comments.

#### NORTH PLANT NEW PERMANGANATE BUILDING:

Final bid documents were reviewed with District staff. Board approval for receiving bids on April 13,2023 is requested at this meeting.

Respectfully submitted,

**KECK & WOOD, INC.** 

Michael J. Moffett

Michael J. Moffitt, P.E.



TO:

LAFOURCHE PARISH WATER DISTRICT NO. 1

**BOARD OF COMMISSIONERS** 

SUBJECT:

PROJECT STATUS REPORT

Date of Report:

February 13, 2023

Date of Board Meeting:

February 16, 2023

#### **NEW ADMINISTRATION BUILDING**

Provided documentation for the Market Adjustment Factor used in the repair estimate for the old office building. Hopefully this answers the outstanding questions.

Working on progress drawings for new building.

BADEAUX ENGINEERS INCORPORATED

Michael H Badeaux, P.E.

MHB:nbl

Neil B. Angelette, P.E., P.L.S.

### **ENGINEERING REPORT**

#### LAFOURCHE PARISH WATER DISTRICT NO. 1

#### **BOARD MEETING**

## **FEBRUARY 16, 2023**

#### EAST 68<sup>TH</sup> STREET ET AL

The contract for this project is being processed. The Notice to Proceed will be issued to the contractor (Sampey General Contractors, Inc.) once they complete other work for the District.

Neil B. Angelette, P.E., P.L.S.



985.446.7970 (P) 1.866.357.1050 (TF) www.tbsmith.com 985.446.9535 (F)

## **Project Status Report**

To: Lafourche Parish Water District No. 1

From: T. Baker Smith, LLC

Date: January 19, 2023

RE: Project Update

T. Baker Smith is pleased to present you with the following project status report.

## <u>Kraemer Waterline Improvements – Phase 2- FP&C 2021 Capital Outlay Project No.</u> 50-ND5-20-01 – Waterline Replacement Along Hwy 307

 TBS is currently implementing staff comments into the 90% design drawings and will submit final plans in the upcoming weeks. The Joint Permit Application is under review by the Corps of Engineers. We are anticipating Corps approval within the next few weeks. LDNR previously issued a Coastal Use Permit in October. The Department of Health approval was received on February 9<sup>th</sup>. A LONO agreement with Texas Gas Co. has been obtained.

We would like to thank you for the opportunity to continue to provide professional services on your project. If you have any questions, please do not hesitate to contact us.

T. BAKER SMITH, LLC

Jack E. Plaisance Project Manager

2021.0351



## PICCIOLA & ASSOCIATES, INC.

CIVIL ENGINEERS · LAND SURVEYORS · NAVAL ARCHITECTS · MARINE ENGINEERS

J.C. PICCIOLA, II, P.E., P.L.S. M.J. PICCIOLA, III, P.E.

#### LAFOURCHE PARISH WATER DISTRICT NO. 1

#### **ENGINEERING REPORT**

February 16, 2023

PROJECT NO. PROJECT NAME COMMENTS

1002-2102 Leeville Booster Station We have finalized the design plans. We

began advertising for bids on February 13<sup>th</sup> and will receive bids on March 14<sup>th</sup> at 2:00

PM.

Submitted By:

Marco J. Picciola, P.E.