

OFFICIAL PROCEEDINGS OF  
THE BOARD OF COMMISSIONERS OF  
ST. MARY PARISH WATER & SEWER COMMISSION NO. 4

September 18, 2024  
Baldwin, Louisiana

The Board of Commissioners of St. Mary Parish Water and Sewer Commission No. 4, State of Louisiana, met on this date at the St. Mary Parish Water & Sewer Commission No. 4 Office Building at 900 Main Street in Baldwin, Louisiana, with Commission President Mr. Willie Scott presiding and the following members present: Mr. Joel Authement, Ms. Jenny Darce, Mr. Anthony Darden, Mr. William Gray, Mr. Benjamin Grimm, and Ms. Stephanie Milton.

Mr. Darden made the motion to approve and dispense with the reading of the minutes of the last meeting, motion seconded by Mr. Gray. Motion Passed.

**PUBLIC COMMENT/ENTERTAIN GUESTS:**

Mr. Jason Verret with Atchafalaya Electric, LLC presented information to the board relative to installation of a generator in the office building, per the request of Mr. Scott. He explained the different options based on the size of the building and the current system of the building. He informed the board that the current a/c unit was installed in the 1980s and will soon need to be replaced. Mr. Grimm requested a quote with prices on each of the options from Mr. Verret and from another company for comparison.

**ENGINEER'S REPORT:**

Mr. Nicholas Molaison with Miller Engineers & Associates updated the commission on the Water Sector grant projects, which are moving along according to schedule. He presented the retainage pay request for payment contingent upon clear lien certificate. Ms. Milton moved to accept and pay the invoices presented by the Engineer, seconded by Mr. Darden. Motion carried. There being no other business from the Engineer, Ms. Milton made a motion to accept the Engineer's Report, seconded by Mr. Darden. Motion carried.

**PRESIDENT'S REPORT:**

Mr. Scott informed that the EEOC has dropped all charges against the board, but Mr. Watson does have ninety days to appeal that decision. There being no other business from the President, Mr. Darden made the motion to accept the President's report, seconded by Ms. Darce. Motion carried.

**SUPERINTENDENT'S REPORT:**

Mr. Brian Mitchell, Superintendent presented his report for the month of August 2024 to the commission. The Water Treatment Plant and Distribution System were in compliance with all Health Department requirements, along with Total Organic Carbon samples. Mr. Mitchell provided quotes on items listed as deficient from the Health Department Sanitary Survey presented to the board last month, including two storage tanks, the fence around the Baldwin water tower, protective guards around pumps, and scales for chlorine cylinders. Mr. Mitchell informed the board that several companies on Northwest Blvd. in Franklin are requesting service from our district. All wastewater analysis passed for the Chitimacha Trail Plant and the St. Peter Plant. Chatsworth lift station had power failure during the Hurricane Francine; repairs have been made. The Bayou View lift station needs repairs; pending quotes for purchase and installation.

There being no other business from the Superintendent, Mr. Grimm made the motion to accept the report, seconded by Ms. Milton. Motion carried.

**ADMINISTRATIVE REPORT AND PAYMENT OF BILLS:**

Ms. Verret presented bills and discussed them with the Commission. She will resubmit Pay Request #7 to the state and is working on submitting Pay Request #8. Ms. Verret presented several policies to the board for their review and discussion; Mr. Authement requested they be placed on the agenda for the October meeting.

There being no other business from the Administrator, Mr. Gray made the motion to accept her report, seconded by Mr. Grimm. Motion carried.

**OLD BUSINESS:**

1. Update on Water Sector Program (ARPA) Grant: Discussed earlier in the meeting
2. Discussion of Sewer Rates: No new information from LRWA

3. Discussion/Action on Parish Personnel Policy: We will continue following the policies in place and will not accept the Parish's new policy until required by the Parish.

**NEW BUSINESS:**

No new business.

There being no other business before the commission, Mr. Grimm made a motion to adjourn seconded by Mr. Gray. Motion carried.

**NEXT MEETING DATE: October 16, 2024**

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Willie J. Scott, President

Jenny R. Darce, Secretary/Treasurer