

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

October 16, 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 Secretary/Treasurer Ms. Jenny Darce presiding and the following members present: Mr. Joel Authement, Mr. William Gray, Mr. Benjamin Grimm, and Ms. Stephanie Milton. Mr. Darden and Mr. Scott were absent. Ms. Milton the motion to approve and dispense with the reading of the minutes of the last meeting, motion seconded by Mr. Gray. Motion Passed.

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 requested Item A under his report Change Order No. 1 for the Treatment Plant Upgrades be moved to the November meeting agenda. There being no other business from the Engineer, Mr. Grimm made a motion to accept the Engineer's Report, seconded by Ms. Milton. Motion carried.

PRESIDENT'S REPORT:

Mr. Scott was absent from the meeting and no report was presented.

SUPERINTENDENT'S REPORT:

Mr. Brian Mitchell, Superintendent presented his report for the month of September 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 advised the lead line inventory was submitted to DHH. He gave an update on items listed as deficient from the Health Department Sanitary Survey; all items have been taken care of except for the scales. He will request an extension on that item due to the cost of scales. There was discussion relative to customers from the City of Franklin who want to switch to our district. All wastewater analysis passed for the Chitimacha Trail Plant and the St. Peter Plant. Third quarter DMR's were submitted to DEQ and EPA. There being no other business from the Superintendent, Ms. Milton made the motion to accept the report, seconded by Mr. Gray. Motion carried.

PUBLIC COMMENT/ENTERTAIN GUESTS:

Ms. Darce stated for the record that Mr. Anthony Darden is in attendance and recognized a guest who arrived after the regular Public Comment time. Ms. Gloria Robinson questioned the board relative to the letter she received from the district. Mr. Mitchell explained that the notice was sent relative to by-products and is not an emergency situation.

ADMINISTRATIVE REPORT AND PAYMENT OF BILLS:

Ms. Verret presented bills and discussed them with the Commission. She will submit Pay Request #8 to the state for Water Sector Grant funding. There being no other business from the Administrator, Mr. Darden made the motion to accept her report, seconded by Ms. Milton. 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

NEW BUSINESS:

1. Ms. Verret read the following into the record:

RESOLUTION

A resolution making certain findings with respect to and authorizing St. Mary Parish Water and Sewer Commission No. 4, State of Louisiana, to incur debt and issue a Revenue Anticipation Note and providing for other matters in connection therewith.

Mr. Darden made the motion to adopt the Resolution; seconded by Ms. Darce. The motion carried following a 6-0-0-1 roll call vote. Yeas: Mr. Authement, Ms. Darce, Mr. Darden, Mr. Gray, Mr. Grimm, and Ms. Milton. Absent: Mr. Scott.

2. Ms. Verret presented to the board the 2024-2025 proposed operating budget for discussion and approval. Ms. Darce moved to table this item until the November meeting, seconded by Ms. Milton. Motion carried.

3. Ms. Verret presented to the board policies for review and discussion. Following discussion on the “Disconnect Policy”, Mr. Authement moved to approve the policy with corrections discussed, seconded by Ms. Milton. Motion carried. Following lengthy discussion on the “Payment Plan Arrangements”, the board requested Ms. Verret make the changes discussed and bring up again at the next meeting for approval. Following discussion on the “NSF Checks” policy, Mr. Gray moved to approve the policy with corrections discussed, seconded by Ms. Milton. Motion carried.

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

NEXT MEETING DATE: November 20, 2024

Willie J. Scott, President

Jenny R. Darce, Secretary/Treasurer