

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

December 18, 2024  
Baldwin, Louisiana

The Board of Commissioners of St. Mary Parish Water & Sewer Commission No. 4, State of Louisiana, held a Public Hearing 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: Ms. Jenny Darce, Mr. Benjamin Grimm, and Ms. Stephanie Milton. Mr. Joel Authement, Mr. Anthony Darden, and Mr. William Gray were absent. The purpose of the Public Hearing was to receive written and/or oral comments relative to the following item: To receive public input on increase in sewer user fees. There were no written or verbal comments received regarding this item. There being no further business, Mr. Scott closed the Public Hearing.

Commission President Mr. Willie Scott called the regular meeting to order immediately following adjournment of the Public Hearing; at which time the following members were present: Ms. Jenny Darce, Mr. William Gray, Mr. Benjamin Grimm, and Ms. Stephanie Milton. Mr. Joel Authement and Mr. Anthony Darden were absent. Others in attendance at this meeting include Mr. Brian Mitchell, Superintendent; Ms. Tambra Verret, Office Administrator; Mr. Nick Molaison, Miller Engineers & Associates; and Mr. Eric Duplantis, Legal Advisor.

**PUBLIC COMMENT/ENTERTAIN GUESTS:**

Mr. Arnold Watson provided a brief update on his medical status and requested the board make medical accommodations for him when he returns to work. Mr. Watson introduced his attorney, Ms. Joslyn Alex, to the commission.

Ms. Milton made the motion to approve and dispense with the reading of the minutes of the November 20, 2024 Regular Meeting, motion seconded by Mr. Gray. Motion carried.

**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. The contractor for the project, NCMC, has removed the concrete where the new filter pedestal will be and will be forming up new concrete and reinforcements in the next few weeks. They have laid out the area where the new storage tank will be and will coordinate with the plant personnel to not disrupt operations. Mr. Scott inquired about the location of the new water tank on the property? Mr. Molaison explained the new water tank will not be centered on the property, but would be built closer to the water plant. Mr. Molaison discussed with the commission a request from Super1Foods on Northwest Blvd in Franklin to connect to our waterline. Their engineer, Kimley-Horn presented several options for connection, including requesting the commission to pay for a portion of the line that could be a main distribution line to allow other customers to connect. Mr. Scott informed that the commission has never participated in paying for a line in the past and we would need to know how much the cost is going to be before a decision can be made. There being no other business from the Engineer, Ms. Milton made a motion to accept the Engineer's Report, seconded by Mr. Grimm. Motion carried.

It was stated for the record that Mr. Anthony Darden is in attendance.

**PRESIDENT'S REPORT:**

Mr. Scott advised that Ms. Kim Walden with the Chitimacha Tribe, has received a \$4.5 million grant to extend our waterline at the lake. Miller Engineers is reviewing the plans to determine the cost and whether the pumps need to be increased. He further advised that Ms. Walden is looking into more funding available for other water issues. Mr. Scott and Ms. Verret attended a meeting with FEMA to discuss the damage from Hurricane Francine and a meeting with GOHSEP to discuss the damage from the Saltwater Intrusion. Mr. Scott informed the commission that several businesses on Northwest Blvd and Metal Shark have contacted him relative to getting on our waterline; Mr. Mitchell advised that each business would need a two-inch meter. 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 presented the Superintendent's Report for the month of November 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 that #3 service pump is offline due to a broken check valve; a new one will be installed once received. Laboratory results for disinfection by products for the fourth quarter were all below EPA limits, but the annual average is over the limit due to the saltwater intrusion. A public notice will have to be sent to all customers relative to the annual average. Mr. Mitchell advised a power surge caused the alarm at the water plant to malfunction at the beginning of December. The pressure dropped below 20 psi according to the SCADA system; as a precautionary measure, Mr. Mitchell issued a Boil Advisory and collected Bact-T samples. Instrument Computer Equipment (ICE) will install new low pressure alarms that will alert during power surges, not just power failure. All wastewater analysis passed for the Chitimacha Trail Plant and the St. Peter Plant. Mr. Mitchell informed the commission the pump at the Chatsworth lift station needs to be replaced due to constant usage from Commission customers as well as the City of Franklin customers. Following discussion, Mr. Scott moved to send the City of Franklin a letter informing them to bypass the Chatsworth lift station or pay a portion of the cost to repair the pumps, seconded by Mr. Grimm. Motion carried. Mr. Mitchell informed the commission that fences around several lift stations need repair; Mr. Scott requested Mr. Mitchell get some quotes for this work. Ms. Mitchell made a motion to accept the report, seconded by Mr. Gray. Motion carried.

### **ADMINISTRATIVE REPORT AND PAYMENT OF BILLS:**

Ms. Verret presented bills and discussed them with the Commission. She informed the commission that the credit card payment processing is working well and customers seem to like this option. There being no other business from the Administrator, Mr. Darden made the motion to accept her report, seconded by Ms. Darce. Motion carried.

### **OLD BUSINESS:**

1. Discussion of Sewer Rates: Discussed earlier in the meeting.
2. Discussion and action on rates for residents on system who do not reside within our taxing district: Mr. Scott reminded the board of the discussion from last meeting relative to adding \$1 to the bill for customers who do not reside within the taxing district. This is the procedure implemented when the Town of Baldwin customers joined our water and should be implemented to the customers who live inside the City of Franklin as well. Ms. Darce made the motion to add \$1 to the bill for customers who do not reside within the taxing district, seconded by Mr. Darden. Motion carried.

### **NEW BUSINESS:**

1. Discussion and action relative to employee's extended leave of absence and impact on operations. Mr. Scott discussed the status of Mr. Watson's medical leave; the commission requested monthly or bi-weekly updates but have not received an update since August 2024. Mr. Scott made a motion to terminate Mr. Watson's employment with the district due to his lack of communication, seconded by Ms. Darce. The motion carried following a 4-0-2-1 roll call vote. Yeas: Ms. Darce, Mr. Darden, Ms. Milton, and Mr. Scott. Neas: None. Abstain: Mr. Gray and Mr. Grimm. Absent: Mr. Authement.

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

**NEXT MEETING DATE: January 15, 2025**

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Willie J. Scott, President

Jenny R. Darce, Secretary/Treasurer