

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

March 18, 2026
Baldwin, Louisiana

The Board of Commissioners of St. Mary Parish Water & Sewer Commission No. 4, State of Louisiana, met at 5:00 p.m. on this date at the St. Mary Parish Water & Sewer Commission No. 4 Office Building at 900 Main Street in Baldwin, Louisiana with Commission Vice President Mr. Chad Gianfala presiding and the following members present: Mr. Joel Authement, Mr. Johnny Burgess, Ms. Jenny Darce, Mr. William Gray, and Mr. Benjamin Grimm. Ms. Carla Davis was absent. Others in attendance at this meeting include Ms. Tandra Verret, Office Administrator; Ms. Elizabeth Barron, Office Manager; Mr. Brian Mitchell, Superintendent; and Mr. Nicholas Molaison, Miller Engineers.

Mr. Grimm made a motion to approve and dispense with the reading of the minutes of February 18, 2026, seconded by Mr. Gray. Motion carried.

PUBLIC COMMENT: Parish President Sam Jones addressed the Commission concerning the waterline for Saronic. Mr. Gianfala provided an update from a recent meeting with Saronic. Dr. Kristi Rink, At-Large Parish Councilwoman questioned whether there could be a contamination issue with the two systems? Mr. Gianfala advised a backflow preventer would be installed so the two water systems would not mix. Ms. Gwendolyn Hidalgo, Parish Council Chairwoman, discussed the garbage collection and mosquito control fees owed to the Parish Government and requested monthly financials to be sent to Mr. Paul Governale, CAO of the Parish. Mr. Gianfala stated the financials would be sent to Mr. Governale monthly. Ms. Barron informed the monthly fees will be paid twice a month, with one paid toward the oldest invoice and one paid toward a current invoice. Ms. Barron further informed that she and Ms. Verret are planning a meeting with Mr. Governale and Ms. Gros to discuss the outstanding amounts. Mr. Lionel 'Butch' Metz, Water & Sewer Commission #5 President presented an Intergovernmental Agreement relative to mutual assistance between the two Commissions. Mr. Metz discussed Commission #4 supplying water to Commission #5 for several months while the Four Corners Water Plant is being constructed and requested consideration in charging a special rate during this time.

ENGINEERING REPORT: Mr. Molaison updated the Commissioners on the Water Sector Program projects; he discussed NCMC's change order and anticipates it being presented for approval at the next meeting. Ms. Darce made a motion to approve and pay NCMC's Pay Request No. 13; seconded by Mr. Grimm. Motion carried.

PRESIDENT'S REPORT: Mr. Gianfala reported on the Saronic project earlier in the meeting. He presented a Lease Agreement with Cajun Broadband relative to space on top of the water tower; this will be added to the agenda for an upcoming meeting. Mr. Gray made a motion to approve the report, seconded by Ms. Darce. Motion carried.

SUPERINTENDENT’S REPORT: Mr. Mitchell, Superintendent presented his report for the month of February 2026; water treatment plant and distribution system were in compliance with all requirements. Mr. Mitchell discussed the following with Commissioners: update on the LaGrange-Robicheaux Road line crossing Yokely Canal, reconnecting the waterline at the VA Center on Hwy 182 to Iberia Street in Franklin, and electrical repairs made to Irish Bend Road lift station. Mr. Authement made a motion to approve the report, seconded by Mr. Gray. Motion carried.

ADMINISTRATIVE REPORT: Ms. Verret presented bills and discussed with the Commissioners; she will request reimbursement from the Water Sector Program for the invoice for rights-of-way appraisals related to Phase 3. Ms. Darce made a motion to approve the report and pay bills, seconded by Mr. Grimm. Motion carried.

OLD BUSINESS:

1. Election of Officers. Mr. Authement made a motion to appoint Mr. Gianfala as President, seconded by Ms. Darce. Motion carried. Mr. Gianfala made a motion to appoint Mr. Authement as Vice President, seconded by Mr. Burgess. Motion carried. Mr. Gianfala made a motion to appoint Ms. Darce as Secretary/Treasurer, seconded by Mr. Authement. Motion carried.

NEW BUSINESS:

1. Adopt MWPP Resolution. Ms. Darce read the following into the record:

RESOLUTION

BE IT RESOLVED, that the St. Mary Water & Sewer Commission No. 4 informs the Louisiana Department of Environmental Quality that the following action items were taken by St. Mary Parish Water & Sewer Commission No. 4.

1. Resolved the Municipal Water Pollution Prevention Environmental Audit Report, attached to this Resolution.
2. Set forth the following actions necessary to maintain permit requirements contained in the Louisiana Pollution Discharge Elimination System (LPDES) permit, number **LA0100480**:
 - a. Maintain the treatment plant facility and equipment.
 - b. Maintain collection system facilities and equipment.

Ms. Darce made a motion to adopt the Resolution, seconded by Mr. Gray. Resolution carried following a 6-0-0-1 roll call vote. Yeas: Mr. Authement, Mr. Burgess, Ms. Darce, Mr. Gianfala, Mr. Gray, Mr. Grimm. Nays: None. Abstain: None. Absent: Ms. Davis.

2. Discussion and action on Intergovernmental Agreement with City of Franklin for meter to Saronic. Mr. Authement made a motion to put the item on the table for discussion, seconded by Mr. Grimm. Motion carried. Following discussion, Mr. Authement made a motion that the Commission does not enter into this agreement, seconded by Ms. Darce. The motion to not enter into the agreement carried following a 6-0-0-1 roll call vote. Yeas: Mr. Authement, Mr. Burgess, Ms. Darce, Mr. Gianfala, Mr. Gray, Mr. Grimm. Nays: None. Abstain: None. Absent: Ms. Davis.

3. Discussion and action to give Brad Vosburgh Operator’s pay when he operates the water plant. Mr. Burgess made a motion to pay Mr. Vosburgh Class 4 Operator’s pay when he is the certified operator at the water plant, seconded by Mr. Authement. Motion carried.

4. Discussion and action on waterline next to VA Clinic in Franklin. Mr. Mitchell will provide more information at a future meeting; no action taken.

5. Discussion and action relative to the procedure for disconnecting services for non-payment. Ms. Darce made a motion to amend the Disconnect Policy to remove “Once personnel arrives at your home to disconnect service, a \$50 non-payment fee will apply.” and to replace it with “If your bill is not paid by 10 a.m. on the cut-off day, a \$50 non-payment fee will be applied to your account and your service will be disconnected.”; seconded by Mr. Burgess. Motion carried.

6. Discussion and action on adjusting water and sewer tap fees. Mr. Gianfala made a motion to allow Mr. Mitchell to update the prices charged to customers based on actual costs spent for labor and materials for customer installations, seconded by Mr. Authement. Motion carried.

7. Discussion and action about expiring property tax millage. Mr. Authement made a motion that the property tax millage be placed on the ballot for November 2026, seconded by Mr. Gray. Motion carried.

ADJOURN: Mr. Gray made the motion to adjourn, seconded by Mr. Grimm. Motion carried.

NEXT MEETING DATE: April 15, 2026

Chad Gianfala, President
Jenny R. Darce, Secretary/Treasurer