

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

April 15, 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 President Mr. Chad Gianfala presiding and the following members present: Mr. Joel Authement, Ms. Jenny Darce, Ms. Carla Davis, Mr. William Gray, and Mr. Benjamin Grimm. Mr. Johnny Burgess 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. Authement made a motion to approve the minutes of the March 18, 2026 Regular Meeting with the following corrections to Old Business Item 1: "Election of Officers. Mr. Authement made a motion to ~~appoint~~ nominate Mr. Gianfala as President, seconded by Ms. Darce. Motion carried. Mr. Gianfala made a motion to ~~appoint~~ nominate Mr. Authement as Vice President, seconded by Mr. Burgess. Motion carried. Mr. Gianfala made a motion to ~~appoint~~ nominate Ms. Darce as Secretary/Treasurer, seconded by Mr. Authement." Motion to approve March 18, 2026 minutes with changes seconded by Mr. Gray. Motion carried. Mr. Authement made a motion to approve the minutes of the March 24, 2026 Special Session, seconded by Mr. Grimm. Motion carried.

PUBLIC COMMENT: Mr. Lionel Toussaint and Mrs. Elzina Charles were listed on the agenda under Public Comment but neither were in attendance. Ms. Odina Mendoza with APTIM introduced herself to the Commissioners and discussed her role as grant administrator for the Water Sector Program projects. Mr. Brock Broussard and Mr. Marc Kuhlman addressed the Commission relative to extending the waterline on Desonier Road; this item was discussed in early 2025 and quotes were received, but the cost was unfeasible. Mr. Mitchell will discuss options for connection with Water & Sewer Commission No. 5.

ENGINEERING REPORT: Mr. Molaison updated the Commissioners on the Water Sector Program project and presented NCMC's Change Order No. 3 in the amount of \$61,141.5. Ms. Darce made a motion to approve NCMC's Change Order No. 3; seconded by Mr. Authement. Motion carried.

PRESIDENT'S REPORT: Mr. Gianfala updated on the Chitimacha Tribe project for the raw water intake; design is expected to be completed in October 2026. Mr. Grimm 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 March 2026; water treatment plant and distribution system were in compliance with all requirements. Mr. Mitchell advised the repairs to LaGrange-Robicheaux Road line crossing the Yokely Canal has been completed. He advised surplus items have been uploaded to govdeals.com.

He updated on the Saronic project. Mr. Mitchell informed of an algae bloom issue at the plant due to water sourced from the lake; the operators noticed the problem and addressed the situation before any contaminated water entered the distribution system. Mr. Gianfala commends the entire team of plant operators and road crew for their attentiveness and teamwork. Ms. Darce made a motion to approve the report, seconded by Mr. Gray. Motion carried.

ADMINISTRATIVE REPORT: Ms. Barron presented bills and discussed with the Commissioners. She discussed gallons of water produced versus gallons of water billed; the road crew will locate defective meters and repair or replace them. She informed of a meeting with Parish Government relative to outstanding Sewer District No. 7 amounts owed to them. All past due taxes have been filed and paid. Ms. Darce made a motion to approve the report and pay bills, seconded by Ms. Davis. Motion carried.

NEW BUSINESS:

1. Mr. Gianfala read the following into the record: Notice is hereby given that at its meeting to be held on Wednesday, May 20, 2026 at 5:00 p.m. at its regular meeting place, 900 Main Street, Baldwin, Louisiana, the Board of Commissioners of St. Mary Parish Water and Sewer Commission No. 4, State of Louisiana, plans to consider a resolution ordering and calling an election to be held in St. Mary Parish Water and Sewer Commission No. 4, State of Louisiana to authorize the levy of an ad valorem tax therein.
2. Discussion and action on employee sick, vacation, personal, and compensation time listed in the current handbook. There was lengthy discussion with no action taken.
3. Resolution authorizing the St. Mary Parish Water & Sewer Commission No. 4 to enter into an engagement agreement with Bourgeois Law, LLC for legal services relative to the waterline project and associated rights-of-way. Mr. Gray made a motion to accept the resolution, seconded Ms. Davis. The motion carried following a 6-0-0-1 roll call vote. YEAS: Mr. Authement, Ms. Darce, Ms. Davis, Mr. Gianfala, Mr. Gray, Mr. Grimm. NAYS: None. ABSTAIN: None. ABSENT: Mr. Burgess.
4. Discussion and action on Ms. Verret's employment title and salary. Following discussion, Ms. Davis made a motion to change Ms. Verret's job description to Office Clerk with no change in salary at this time, seconded by Ms. Darce. Motion carried.
5. Discussion and action on policies for Water and Sewer Commission No. 4 owned vehicles. There was discussion with no action taken.
6. Discussion and action on scheduling a rural water rate study and leak detection. Ms. Darce made a motion to contact LRWA to perform a water rate study and leak detection, seconded by Mr. Authement. Motion carried.

ADJOURN: Mr. Authement made the motion to adjourn, seconded by Ms. Darce. Motion carried.

NEXT MEETING DATE: May 20, 2026

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