

South Toledo Bend Water District



2200 Old Hwy 476 • Many, LA. 71449



Malcolm Franks, President • Michael Pitt, Vice President
Michael Walker, Secretary/Treasurer
Commissioners: Tim Collins • Shawnette Newby

Minutes of South Toledo Bend Water Board

December 4, 2025

Board Members Present: Malcolm Franks, Mike Walker, Mike Pitt, Shawnette Newby, Tim Collins
Others Present: Rick Leonard, Mark McCarty

Meeting was called to order at 5:30 PM by Malcolm Franks. A prayer was said, the roll was called and there was a quorum to conduct business.

A motion was made by Tim Collins to adopt the agenda as presented, 2nd by Shawnette Newby, motion passed.

No public present.

NEW BUSINESS:

1. A motion to approve the November meeting minutes was made by Mike Pitt, 2nd by Shawnette Newby, motion passed.
2. A motion to pay the bills was made by Shawnette Newby, 2nd by Tim Collins, motion passed.
3. Project update presented by Mark McCarty. Startup of chemical monitors is complete. Apeck is working on the punch list items. The 45-day lien period will end on 1-4-2026. Still waiting for delivery of spare parts/equipment.
4. Project update - Dess Road...Requested a copy of the survey but have not received it yet.
5. Project update – Vaco Road....(Same as Item #4)
6. Executive Session: A motion was made by Mike Walker to enter executive session, 2nd by Mike Pitt, motion passed. A motion to return from executive session was made by Mike Walker, 2nd by Tim Collins, motion passed. No motions or actions were taken while in session.
7. Administrative Review: A motion was made by Shawnette Newby that the Administrative Assistant job title, in the office, be changed to Administrative Coordinator, giving a broader oversight in decision making, with a pay change to \$23 per hour, base pay, before COLA, 2nd by Mike Pitt, all agreed, motion passed unanimously.
8. Commissioner renewal: A motion was made by Mike Pitt to have Shawnette Newby remain as a commissioner on the board, 2nd by Tim Collins, all agreed, motion passed unanimously. A letter will be sent to the police jury requesting this be added to their agenda for approval.

9. Little Flock Rd property
10. Intake structure
11. Treasurer's report: A bank balance sheet was provided to the board members. A motion to accept the treasurer's report for November was made by Tim Collins, 2nd by Shawnette Newby, motion passed.
12. Superintendent's report for September 2025, presented by Rick Leonard
 - All monthly State reports and samples completed & sent in as required by LDHH.
Water Produced: 8,358,000 Water Sold: 5,087,000 Water Loss: 45%
 - Dodge Truck
 - Meyers Christmas Party, Friday Dec 12th

A motion to accept the report as presented was made by Mike Pitt, 2nd by Tim Collins, all agreed, motion passed.

OLD BUSINESS:

13. 3rd phase project
14. Announcements/Comments: Next board meeting has been moved to Tuesday, January 6, 2026.
15. There was no other business and a motion to adjourn was made by Tim Collins, 2nd by Mike Walker, motion passed.

NEXT BOARD MEETING: Tuesday January 6, 2026, AT 5:30 PM
South Toledo Bend Water Plant – 2200 Old Hwy 476 Road, Many, LA 71449
Prepared by: Betty Maupin – Administrative Assistant
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