

South Toledo Bend Water District



3260 Little Flock Road • 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

June 6, 2024

Board Members Present: Malcolm Franks, Michael Pitt, Michael Walker, Shawnette Newby, Tim Collins (via phone)

Others Present: Rick Leonard, Kurt Simoneaux, Mark McCarty, Stephen Steinke

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 to amend the agenda to add a Motion to item #7 and to adopt the amended agenda was made by Mike Pitt, 2nd by Shawnette Newby, motion passed unanimously.

Patience Simoneaux was present and expressed her concerns about not having legible print on the water bills.

NEW BUSINESS:

1. The minutes of the May 2nd meeting were brought to the floor for approval. A motion to accept the minutes was made by Mike Walker, 2nd by Shawnette Newby, motion passed unanimously.
2. Update on project: Mark McCarty provided a project update sheet. LDH pay request #23 was signed and submitted. Payment for WSP pay request #9 was received last meeting. WSP request #10 was received but only a partial payment was made due to the shortage of documented matching funds. WSP request #11 was approved yesterday, which includes the shortage from request #10.

At Beaver Hill and Park Site, the bladder tanks have been received and are on site. They will be installed once work is complete at Esto. At Esto, the aerators and blowers have been installed. Control panels have been received. The 2nd ground storage tank is about 50% complete. The electricians have started doing their work. The Esto SCADA panel and generator are the only remaining items yet to be received.

3. Quarterly review presented by Stephen Steinke. Malcolm asked, for the record, if he saw any issues with the water district and the response was "No".
4. Treasurer's report presented by Mike Walker. Board members were provided a bank balance sheet for their review. A motion to accept the May treasurer's report as presented was made by Mike Pitt, 2nd by Shawnette Newby, motion passed.
5. A motion authorizing payment of the bills was made by Mike Pitt, 2nd by Shawnette Newby, motion passed.
6. Banking procedures: Sabine Bank is being sold to a credit union. Per the auditor, we cannot do business with a credit union. They will send us something in writing in reference to this.
7. Employee compensation: Per the auditors, we can put a procedure in place that should an hourly employee need to step in to a management position, temporarily, they can be compensated at their overtime pay scale.

A motion was made by Mike Walker that when we move an employee up to a management position, that we compensate them at the overtime rate, 2nd by Shawnette Newby, all agreed, motion passed unanimously.

8. 3rd phase project update: Mike Pitt gave an update on the new building site project. An estimate received for turnkey covers for the pumps was discussed. All members agreed to give Mike Pitt authorization to move forward on this estimate.
9. Intake structure: Mike Pitt spoke with D & K Marine about the intake structure. They said a rough number for a turnkey project, to include the hydraulic cutting of the pipe and the removal of the 8-pilings below 155-elevation, will fall around \$20-25,000. This will include haul off and disposal of everything removed. They were told that this needed to be gone by the end of September. Mike was authorized to move forward on this.
10. July meeting: The July meeting will be moved to July 11th. All members agreed to move the date. Malcolm recommended giving employees Friday, July 5th as a paid day off. All members agreed.
11. Rick Leonard presented the Superintendent's report for May 2024 to the Board:
 - All monthly State reports and samples sent to LADHH.
 - For the month of May, the plant processed 7,588,000 gals of water @ an average of 244,774 gals. per day and shipped out 7,492,805 gals. of water @ an averaging of 241,703 gals. per day. Used 95,195 gallons for backwashing.
 - Purchased: (SRA) 9,370,000 Sold 3,925,000 Difference 5,454,000 % 49
 - Generators (Main plant/Park Site)
 - Line locator
 - New office building
 - New service installs

A motion to accept the superintendent's monthly report was made by Mike Walker, 2nd by Mike Pitt, motion passed.

12. Vehicle update

13. Announcements/Comments: The board told Kurt they appreciated him stepping up while Rick is gone.

14. There was no other business and a motion to adjourn was made by Mike Walker, 2nd by Shawnette Newby, motion passed.

NEXT BOARD MEETING: Thursday, July 11, 2024, AT 5:30 PM

South Toledo Bend Water Plant – 3260 Little Flock Road, Many, LA 71449

Prepared by: Betty Maupin – Administrative Assistant

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