

# 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

August 1, 2024

Board Members Present: Malcolm Franks, Mike Pitt, Mike Walker, Tim Collins, Shawnette Newby  
Others Present: Rick Leonard, Mark McCarty, Zak Wright, Stephen Steinke, Shane Sloane

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 adopt the agenda as presented was made by Mike Walker, 2<sup>nd</sup> by Mike Pitt, motion passed.

No public present.

### NEW BUSINESS:

1. The minutes of the July meeting were brought to the floor for approval. A motion to accept the minutes was made by Mike Pitt, 2<sup>nd</sup> by Mike Walker, motion passed.
2. Treasurer's report: A bank balance sheet and a list of checks written for July was provided to each member. A motion to accept the report was made by Tim Collins, 2<sup>nd</sup> by Shawnette Newby, all agreed, motion passed.
3. A motion to pay the bills was made by Mike Pitt, 2<sup>nd</sup> by Tim Collins, all agreed, motion passed.
4. Project update: Mark McCarty presented an update on the well project. LDH pay request #24 was approved by LDH on 7/31. LDH pay request #25 will be signed today. WSP pay request #12 was submitted in June and was approved on 7/31. WSP pay request #13 can be submitted since we now have LDH approval from 7/31.

At Beaver Hill & Park Site, we need to do the formal startup of the control panel and SCADA. At Esto, the aerator startup was completed. The treated water has an ashy taste and has a cloudy appearance, so it looks like we are going to proceed with a pilot setup for the injection of acid upstream of the aerators to decrease the ph level. Need to do a formal startup of the control panel. SCADA PLC has shipped. Generator is not expected until early 2025.

5. Rate Study review: Zak Wright with NewGen Strategies & Solutions presented the findings of the rate study for the board to review.
6. Insurance proposal: Shane Sloane presented the insurance proposal for the board's review. There was a full discussion on the policy coverages.
7. 2025 draft budget: Stephen Steinke presented a draft of the tentative budget for the board's review. This was discussed fully. A motion to proceed with the proposed draft budget was made by Tim Collins, 2<sup>nd</sup> by Mike Walker, all agreed, motion passed unanimously. Malcolm was given authorization to sign the engagement letter. Stephen will put the notice in the newspaper that the budget is available for viewing.

8. Rate study review & implementation: A motion was made by Mike Pitt that we implement the rate study for the first 3-years of the NewGen Strategies plan, 2<sup>nd</sup> by Tim Collins, all agreed, motion passed unanimously. We will come up with a letter to mail to the public stating that as part of our commitment for the grant funding process we are obligated to adopt the rate study.
9. Insurance implementation: A motion was made by Mike Pitt that we accept the insurance proposal as presented, 2<sup>nd</sup> by Tim Collins, all agreed, motion passed unanimously.
10. 3<sup>rd</sup> phase project update: Mike Pitt gave a progress update. There was a full discussion on the ongoing projects associated with the new building.
11. Building furnishings: The board approved a 12-ft conference table and 10-chairs. They also approved the desks that were chosen by the employees for their offices. The board authorized Rick to start purchasing the office furniture when ready.
12. Banking update: We need to start meeting with local banks in reference to moving our accounts from Sabine Bank.
13. Rick Leonard presented the Superintendent's report for July 2024 to the Board:
  - All monthly State reports and samples sent to LADHH.
  - For the month of July, the plant processed 9,251,000 gals of water @ an average of 298,419 gals. per day and shipped out 9,109,587 gals. of water @ an averaging of 293,866 gals. per day. Used 141,143 gallons for backwashing.
  - Purchased: (SRA) 10,816,000 Sold 6,103,000 Difference 4,713,000 % 28.8
  - Main Plant generator....one of the computer boards has been replaced and you can now start the generator manually.
  - The wells and the tanks have been cleared by LDH.A motion to accept the superintendent's report was made by Mike Walker, 2<sup>nd</sup> by Shawnette Newby, all agreed, motion passed.

### **OLD BUSINESS:**

14. Vehicle update: None
15. Intake structure: None
16. Announcements/Comments: September meeting date, move to Tuesday, September 3<sup>rd</sup>. October meeting date, move to Tuesday, October 1<sup>st</sup>.
17. There was no other business and a motion to adjourn was made by Mike Walker, 2<sup>nd</sup> by Tim Collins, motion passed.

**NEXT BOARD MEETING: Tuesday September 3, 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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