



SEWERAGE DISTRICT NO. 1
OF THE
Parish of Tangipahoa

15481 West Club Deluxe Road • Hammond, LA 70403
(985) 542-8877

PURSUANT TO PUBLIC NOTICE, THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SEWERAGE DISTRICT OF TANGIPAHOA WAS HELD ON MONDAY, JULY 16, 2018 @ 5:00 P.M, AT THE SOUTH TANGIPAHOA PARISH HEALTH UNIT, 15481 W. CLUB DELUXE ROAD, HAMMOND LOUISIANA 70403, WITH THE FOLLOW MEMBERS **PRESENT:** CHARLES CHRISTMAS, BRIAN SHIREY, JUSTIN PROCTOR.

ABSENT: B.J. COUVILLION AND RANDY TRICOU

ALSO PRESENT: JASON HOOD, GENERAL MANAGER; CHUCK SPANGLER & JAY PITTMAN, ENGINEERS FOR THE DISTRICT; BRAD CASCIO, ATTORNEY FOR THE DISTRICT; RANDI MATTHEWS OF TAYLOR & MATTHEWS; TREY SANDERS, AUDITOR; GENE MYERS, OPERATIONS MANAGER.

BRAD CASCIO ADMINISTERED THE OATH OF OFFICE TO NEW BOARD MEMBER, JUSTIN PROCTOR.

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE THE JUNE 18, 2018 MEETING MNUTES
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

PRESENTATION OF 2017 AUDIT---TREY SANDERS

TREY SANDERS, OF HANNIS T. BOURGEOIS C.P.A.'S AND BUSINESS ADVISORS, NOTIFIED THE BOARD MEMBERS THAT A CLEAN, UNMODIFIED OPINION IS BEING RENDERED FOR THE 2017 AUDIT.

MR. SANDERS THEN DISCUSSED DETAILS OF THE AUDIT AND INVITED QUESTIONS.

MOTION WAS MADE BY BRIAN SHIREY TO ACCEPT THE 2017 AUDIT, AS RENDERED BY TREY SANDERS, OF HANNIS T. BOURGEOIS, C.P.A.'S AND BUSINESS ADVISORS.
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

TREY SANDERS ALSO REVIEWED THE INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES, ENDING DECEMBER 2017.

CHARLES CHRISTMAS EXPRESSED THE BOARD'S APPRECIATION FOR TREY SANDERS EFFORTS IN COMPILING THE 2017 AUDIT.



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MINUTES---BOARD MEETING (CONT.)
MONDAY, JULY 16, 2018 @ 5:00 P.M.

PAGE 2

GENERAL MANAGER'S REPORT---JASON HOOD

JASON HOOD THANKED BOTH TREY SANDERS AND RANDI MATTHEWS FOR THEIR HARD WORK ON THE 2017 AUDIT.

JASON HOOD ADVISED THE BOARD MEMBERS THAT HE HAD RECEIVED COMPLIANCE ORDERS ON (6) SIX SYSTEMS, FOR WHICH HE WAS GIVEN (30) THIRTY DAYS TO RESPOND, AND WHICH WERE ANSWERED AND RETURNED WITHIN (6) SIX DAYS.

RANDI MATTHEWS ADVISED THE BOARD MEMBERS THAT APPROVAL IS NEEDED FROM THEM TO RAISE THE **CAPITALIZATION THRESHOLD POLICY** TO \$5,000.00.

MOTION WAS MADE BY BRIAN SHIREY TO RAISE THE **CAPITALIZATION THRESHOLD POLICY** TO \$5,000.00.
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

JASON HOOD ADVISED THE BOARD MEMBERS THAT APPROVAL IS NEEDED FOR THE **REVISED SEWER CAPACITY FEE POLICY**.

SEWAGE CAPACITY FEE POLICY
EFFECTIVE JULY 24, 2018

PURPOSE

THE PURPOSE OF THIS POLICY IS TO PROVIDE A MEANS FOR NEW SEWER USERS TO OFFSET THE EFFECT ADDITIONAL SEWER CONNECTIONS WILL HAVE ON THE EXISTING SANITARY SEWER SYSTEM. THIS WILL BE DONE BY HAVING NEW SEWER LOCATIONS TO PAY A SEWER CAPACITY FEE FOR CONNECTING INTO THE SANITARY SEWER SYSTEM. THESE FUNDS WILL BE USED TO INCREASE CAPACITY OF SEWAGE TO TREATMENT FACILITIES AND/OR CONSTRUCT NEW OR REHAB EXISTING SEWER INFRASTRUCTURE IN ATTEMPT TO BETTER ACCOMMODATE NEW LOCATIONS AND DEVELOPMENTS SERVICED BY THE SEWERAGE DISTRICT NO. 1 OF THE PARISH OF TANGIPAHOA.



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MINUTES---BOARD MEETING (CONT.)
MONDAY, JULY 16, 2018 @ 5:00 P.M

PAGE 3

FEES

THE FEE WILL BE CHARGED FOR NEW OR INCREASED UTILIZATION OF THE SEWER SYSTEM. THE SEWER SYSTEM CONSISTS OF SANITARY AND COMBINED SEWERS THAT TRANSPORT SEWAGE TO ONE OF THE DISTRICT'S TREATMENT FACILITIES. THIS FEE SHALL BE IN ADDITION TO THE CONNECTION FEES AND SYSTEM USE CHARGES. THE FEE SHALL BE PAID PRIOR TO TIE IN OF DEVELOPMENT OR STRUCTURE AS WELL AS PRIOR TO THE SEWERAGE DISTRICT MANAGER SIGNING THE FINAL RECORDED PLAT FOR NEW DEVELOPMENTS.

CAPACITY FEES FOR SINGLE LOTS OR LOCATIONS ARE \$2.00 PER GALLON OF CALCULATED DAILY FLOW FOR A SINGLE DAY.

FOR TYPICAL **SINGLE-FAMILY RESIDENTIAL**: CAPACITY FEE = 400 GALLONS PER DAY X \$2.00/GALLON = \$800.00

FOR **MULTI-FAMILY STRUCTURES**: CAPACITY FEE = 350 GALLONS PER UNIT X # OF UNITS X \$2.00/GALLON

FOR **COMMERCIAL/INSTITUTIONAL STRUCTURES**: CAPACITY = ESTIMATED DAILY FLOW X \$2.00/GALLON (MINIMUM COMMERCIAL/INSTITUTIONAL CONSUMPTION = 1,000 GALLONS PER DAY

FOR **NEW DEVELOPMENTS** (I.E., RESIDENTIAL SUBDIVISIONS WITH TEN (10) OR MORE SINGLE FAMILY RESIDENTIAL LOTS) THE CAPACITY FEE IS \$1.00 PER GALLON OF DAILY FLOW PER LOT ONCE DEVELOPMENT IS COMPLETED = \$400.00 PER LOT; PLUS AN ADDITIONAL \$1.00 PER GALLON OF DAILY FLOW PER LOT = \$400.00 PER LOT DUE BEFORE INDIVIDUAL SEWER PERMITS ARE ISSUED BY THE SEWERAGE DISTRICT OFFICE.

MOTION WAS MADE BY BRIAN SHIREY TO ACCEPT THE **REVISED SEWER CAPACITY FEE POLICY**, AS PRESENTED BY JASON HOOD.

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MINUTES---BOARD MEETING (CONT.)
MONDAY, JULY 16, 2018 @ 5:00 P.M.

PAGE 4

ENGINEER'S REPORT---CHUCK SPANGLER & JAY PITTMAN

1. **BOND PROJECTS**---CURRENT (APPROVED) BUDGET = \$9,890,000 (\$8,885,000 BOND FUNDS/\$1,005,000 TPSD#1 FUNDS):
 - A. **SYSTEM EXPANSION (LA445/LA22)** – FIELD SURVEYS/AERIAL SURVEYS COMPLETE ON LA445; LA22 SURVEYS ONGOING.
RECEIVING PRELIMINARY AGREEMENT ON TWO (2) of three (3) lift station cites:
 1. CHAMP COOPER SCHOOL: BASED ON DISCUSSIONS & MEETINGS WITH BRET SCHNADELBACH (TPSS) AND CHARLES BRACY (TPSS SEWER PLANT OPERATOR), SITE HAS BEEN AGREED UPON. FIELD TOPOGRAPHIC SURVEY COMPLETE; NEED TO FINALIZE SITE/BOUNDARY SURVEY & COOPERATIVE ENDEAVOR AGREEMENT WITH TPSS.
 2. CYPRESS RESERVE: RECEIVED COMMITMENT FROM JEFF VALEE (ENGINEER FOR D.R. HORTON) ON LIFT STATION SITE ON WEST SIDE OF LA445 (1,350' + NORTH OF LA22). NEED SITE/BOUNDARY SURVEY AND CEA WITH DEVELOPER.
 3. FIRETOWER RD. @ LA22 (VICINITY): INFORMAL MEETINGS WITH ENGINEER ON NEW SUBDIVISION ON S. SIDE OF LA22; NO FINAL AGREEMENT ON LOCATION.
 - B. **LIFT STATION IMPROVEMENTS (FY2017)** – INCLUDES BON AIRE LS/FM IMPROVEMENTS, BEDICO (CHARTREUSE) LIFT STATION AND CHAD DRIVE L.S.
 1. DNA UNDERGROUND AT 29.73% COMPLETION
 - C. **SOUTHEAST WWTP IMPROVEMENTS**
 1. ELECTRICAL PLANS COMPLETED AND INCORPORATED INTO CONSTRUCTION PLANS.
 2. BEING SUBMITTED TO LADEQ AND LADH FOR PERMITS THIS WEEK.
 3. BASED ON RECEIVING PERMITS TIMELY, BID SCHEDULE IS AS FOLLOWS:
 - A. BEGIN ADVERTISING: AUGUST 10, 2018
 - B. PRE-BID CONFERENCE: AUGUST 30, 2018 (10 A.M.)
 - C. OPEN BIDS: SEPT. 7, 2018 (10 A.M.)
 - D. AWARD BIDS: SEPT. 17 2018
 - E. COMMENCE CONSTRUCTION: OCTOBER 15, 2018
 - F. COMPLETE CONSTRUCTION: OCTOBER 15, 2019



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MINUTES---BOARD MEETING (CONT.)
MONDAY, JULY 16, 2018

PAGE 5

- D. BEDICO REGIONAL WWTP IMPROVEMENTS – UPGRADING TO 900,000 G/P/D**
 - 1) ENGINEERING DESIGN, PLANS & SPECS = 60% COMPLETE
 - 2) LADEQ PERMIT MODIFICATION NECESSARY (TO COORDINATE WITH TERRACON)
 - 3) LADH PERMIT SUBJECT TO LADEQ COMMENTS (YET TO BE OBTAINED)
 - 4) PROJECT SCHEDULE SUBJECT TO LADH/LADEQ PERMIT APPROVALS
 - E. SOUTHEAST WWTP MAINTENANCE BUILDING - TO BE ADDRESSED AFTER NEW S.E.W.W.T.P. IS IN SERVICE**
 - F. SEWER REHABILITATION (AVALON TERRACE/CREEKWOOD) – ANTICIPATED END OF 2018; DEPENDENT ON AVAILABLE FUNDS**
 - G. SOUTHWEST WWTP EXPANSION – DEPENDENT ON ADDITIONAL LAND & FUNDS**
 - H. MISCELLANEOUS LIFT STATION UPGRADES – ANTICIPATED LATER IN 2018**
 - I. BANKSTON ROAD WWTP LAGOON RELOCATION – ANTICIPATED LATE 2018**
- 2. PERMITS/LADEQ COMPLIANCE ORDER(S)**
- A. UPGRADES TO NORTHWEST WWTP MAY BE POSSIBLE USING BOND FUNDS**

CHUCK SPANGLER RECOMMENDED APPROVAL OF **REQUISITION #8** FOR SPANGLER ENGINEERING, INVOICE 18-68 (\$13,509.51) AND 18-69 (\$932.27)

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE **REQUISITION #8** FOR SPANGLER ENGINEERING, INVOICE 18-68 (\$13, 509.51) AND 18-69 (\$932.27)

SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

CHUCK SPANGLER RECOMMENDED APPROVAL OF **REQUISITION #9** FOR DNA UNDERGROUND CERT. #1 (\$16,378.00)

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE **REQUISITION #9** FOR DNA UNDERGROUND CERT. #1 (\$16,378.00)

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PAGE 6

FINANCIAL REPORT---RANDI MATTHEWS

RANDI MATTHEWS DISTRIBUTED COPIES OF THE STATEMENT OF REVENUES AND EXPENDITURES FOR (6) SIX MONTHS ENDING JUNE 30, 2018, DISCUSSED DETAILS AND INVITED QUESTIONS.

MOTION WAS MADE BY BRIAN SHIREY TO ACCEPT THE STATEMENT OF REVENUES AND EXPENDITURES FOR (6) SIX MONTHS ENDING JUNE 30, 2018

SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**

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ATTORNEY'S REPORT---BRAD CASCIO

REGARDING THE MATTER OF **HOOVER PROPERTY AT CORNER OF AIRPORT ROAD AND HIGHWAY 190 EAST**, BRAD CASCIO ADVISED THE BOARD MEMBERS THAT HE WILL ATTEMPT TO SCHEDULE A MEETING WITH MAYOR PETE PANEPINTO AND CITY ATTORNEY, ANDRE COUDRAIN TO HOPEFULLY ARRIVE AT A MUTUALLY BENEFICIAL RESOLUTION.

CHARLES CHRISTMAS ADVISED THAT HE WOULD LIKE BRAD CASCIO TO DRAFT A **MEMORANDUM OF UNDERSTANDING WITH ALL MUNICIPALITIES IN THE PARISH** REGARDING ENCROACHMENT OF EITHER PARTY ON ANOTHER'S TERRITORY, AND REQUESTED HE BRING IT BACK TO THE SEWERAGE DISTRICT BOARD MEMBERS TO APPROVE IT.

MEMBER'S PRIVILEGES

NO REPORT

MOTION WAS MADE BY BRIAN SHIREY TO ADJOURN MEETING

SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**

ALL IN FAVOR; NO NAYS