



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, JUNE 18, 2018 @ 5:00 P.M., AT THE SOUTH TANGIPAHOA PARISH HEALTH UNIT, 15481 W. CLUB DELUXE ROAD, HAMMOND, LOUISIANA 70403, WITH THE FOLLOWING MEMBERS **PRESENT:** CHARLES CHRISTMAS, B.J. COUVILLION, SUSAN QUINN, RANDY TRICOU AND BRIAN SHIREY.

ABSENT: NONE

ALSO PRESENT: JASON HOOD, GENERAL MANAGER; RANDI MATTHEWS OF TAYLOR & MATTHEWS; JAY PITTMAN, ENGINEER FOR THE DISTRICT; GENE MYERS, OPERATIONS MANAGER; TREY SANDERS, AUDITOR.

MOTION WAS MADE BY BRIAN SHIREY TO ACCEPT THE MAY 21, 2018 MEETING MINUTES.

SECONDED BY SUSAN QUINN AND MOTION **PASSED**

ALL IN FAVOR; NO NAYS

CHAIRMAN CHARLES CHRISTMAS PRESENTED AN AWARD TO SUSAN QUINN FOR HER SERVICE TO THE SEWERAGE DISTRICT.

MOTION WAS MADE BY SUSAN QUINN TO APPOINT BRIAN SHIREY AS SECRETARY OF THE BOARD OF COMMISSIONERS OF SEWERAGE DISTRICT #1 OF TANGIPAHOA.

SECONDED BY B.J. COUVILLION AND MOTION **PASSED**

ALL IN FAVOR; NO NAYS

GENERAL MANAGER'S REPORT---JASON HOOD

JASON HOOD ADVISED THE BOARD THAT HE HAS DISCUSSED, WITH A REPRESENTATIVE OF TANGIPAHOA WATER DISTRICT, THE NEW PARISH ORDINANCE CONCERNING THE DISCONNECTION OF CUSTOMERS WHO OWE UNPAID SEWER FEES. MR. HOOD WAS ADVISED THAT THE WATER DISTRICT WILL BE INSTALLING SOFTWARE UPDATES IN ORDER TO ACCOMPLISH THIS.

JASON HOOD ADVISED THE BOARD THAT RANDI MATTHEWS HAS AGREED TO REVIEW THE TANGIPAHOA WATER DISTRICT'S RECORDS AND DETERMINE WHAT IS UNCOLLECTABLE.

CHARLES CHRISTMAS REQUESTED THAT RANDY TRICOU MEET WITH A REPRESENTATIVE OF TANGIPAHOA WATER DISTRICT AND DISCUSS THEIR POLICY.



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MOTION WAS MADE BY SUSAN QUINN TO WAIVE \$323.67 IN LATE FEES CHARGED IN ERROR TO UNIVERSITY TIRE.
SECONDED BY BRIAN SHIREY AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

MR. TREY SANDERS ADVISED THE BOARD THAT THE REVIEW PROCESS FOR THE 2017 AUDIT FOR THE SEWERAGE DISTRICT IS NOT YET COMPLETED. MR. SANDERS ASKED FOR AN EXTENSION UNTIL NEXT MONTH'S REGULAR MEETING OF THE DISTRICT.

MOTION WAS MADE BY BRIAN SHIREY TO TABLE THE 2017 AUDIT REPORT UNTIL NEXT MONTH'S REGULAR MEETING.
SECONDED BY RANDY TRICOU AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

JASON HOOD STATED THERE SHOULD BE A PROCEDURE IN PLACE FOR PAYMENTS RECEIVED IN THE SEWERAGE DISTRICT'S OFFICE, AS WELL AS THOSE RECEIVED AT TAYLOR & MATTHEWS.

JASON HOOD ALSO ADVISED THAT HE HAS DRAFTED A FORM TO USE, SIMILAR TO ONE USED BY A NEIGHBORING WATER PROVIDER, AND WHICH HAS BEEN APPROVED BY TREY SANDERS, AUDITOR.

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE THE **CASH RECEIPTS POLICY**.
SECONDED BY RANDY TRICOU AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

JASON HOOD ADVISED THE BOARD THAT HE HAS DRAFTED A **DISCONNECT POLICY** FOR THE DISTRICT TO USE, THAT MIRRORS THE ONE USED BY TANGIPAHOA WATER DISTRICT.

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE THE **DISCONNECT POLICY**, AS IS.
SECONDED BY B.J. COUVILLION AND MOTION **PASSED**
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JASON HOOD ADVISED THAT THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE SEWERAGE DISTRICT OF TANGIPAHOA #1 AND THE TANGIPAHOA TOURIST COMMISSION WILL NEED TO BE RENEWED. IN THIS AGREEMENT, THE SEWERAGE DISTRICT PROVIDES THE LABOR ON ALL REPAIRS AND MAINTAINS THE LIFT STATION FOR THE TOURIST COMMISSION AT A FEE OF \$120.00 A MONTH, WHILE THE TOURIST COMMISSION PAYS FOR ANY PARTS NEEDED FOR THOSE REPAIRS.

MOTION WAS MADE BY SUSAN QUINN TO RENEW THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE SEWERAGE DISTRICT AND THE TANGIPAHOA PARISH TOURIST COMMISSION, AT A COST OF \$120.00 A MONTH, WHEREBY THE SEWERAGE DISTRICT PROVIDES THE LABOR ON ALL REPAIRS AND MAINTAINS THE LIFT STATION FOR THE TOURIST COMMISSION, AND THE TOURIST COMMISSION PAYS FOR ANY PARTS NEEDED FOR THOSE REPAIRS.

**SECONDED BY BRIAN SHIREY AND MOTION PASSED
ALL IN FAVOR; NO NAYS**

ENGINEER'S REPORT---JAY PITTMAN

PROJECTS/STATUS:

1. **BOND PROJECTS - CURRENT (APPROVED) BUDGET = \$9,890,000 (\$8,885,000 BOND FUNDS/\$1,005,000 TPSD1 FUNDS):**
 - A. **SYSTEM EXPANSION (LA445/LA22)** – MADE CONTACT WITH TANGIPAHOA PARISH SCHOOL SYSTEM REGARDING POTENTIAL LIFT STATION SITE ON CHAMP COOPER SCHOOL CAMPUS. AWAITING MEETING WITH CHARLES BRACY (TPSS) FOR DETAILS.
 - B. **LIFT STATION IMPROVEMENTS (FY2017)** – INCLUDES BON AIRE L.S./F.M. IMPROVEMENTS, BEDICO (CHARTREUSE) LIFT STATION, AND CHAD DRIVE L.S.
 1. DNA UNDERGROUND REMAINS AT 28.46% COMPLETION;
 2. CHARTREUSE DRIVE PAVEMENT DAMAGE REPAIRED.
 3. BEDICO EQUIPMENT AND PRECAST STRUCTURES TO BE DELIVERED THE WEEK OF JULY 9TH.
 4. BEDICO 14" FORCE MAIN DELIVERED; WAITING FOR DNA TO RE-MOBILIZE.
 5. BON AIRE EQUIPMENT AND PRE-CAST STRUCTURES TO BE DELIVERED WEEK OF JULY 30TH.



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6. BON AIRE FORCE MAIN COMPLETED, EXCEPT SOUTHWEST W.W.T.P. AND LIFT STATION TIE-IN.
 7. CHAD DRIVE WORK WILL BEGIN MONDAY, JUNE 25, 2018 (WEATHER PENDING)
- C. SOUTHEAST W.W.T.P. IMPROVEMENTS
1. E.L.O.S.HAS OBTAINED PRELIMINARY PERMIT + RESTORATION PLAN APPROVAL FROM C.O.E.
 2. ENGINEERING DESIGN, PLANS & SPECS = 90% COMPLETE.
 3. AWAITING ELECTRICAL DESIGN DRAWINGS TO INCLUDE WITH PLAN SUBMISSION TO LADH FOR PERMIT.
 4. SCHEDULE STILL ANTICIPATES BID OPENING AUGUST 17, 2018; AWARD BY BOARD AUGUST 21, 2018.
- D. BEDICO REGIONAL W.W.T.P. IMPROVEMENTS – UPGRADING TO 900,000 G/P/D
1. PROCESS DESIGN COMPLETE: EXISTING LAGOON VOLUME SUFFICIENT TO ACCOMMODATE INCREASE IN TREATMENT CAPACITY.
 2. ENGINEERING DESIGN, PLANS AND SPECS = 60% COMPLETE.
 3. LADEQ PERMIT MODIFICATION NECESSARY (TO COORDINATE WITH TERRACON.)
 4. LADHH PERMIT SUBMITTAL SUBJECT TO LADEQ COMMENTS (YET TO BE OBTAINED.)
 5. BIDDING/CONSTRUCTION SCHEDULE SUBJECT TO LADHH/LADEQ PERMIT APPROVALS.
- E. SOUTHEAST W.W.T.P. MAINTENANCE BUILDING - TO BE ADDRESSED AFTER NEW SOUTHEAST W.W.T.P. IS IN SERVICE.
- F. SEWER REHABILITATION (AVALON TERRACE/CREEKWOOD) - ANTICIPATED END OF 2018; DEPENDENT ON AVAILABLE FUNDS.
- G. SOUTHWEST W.W.T.P. EXPANSION – DEPENDENT ON ADDITIONAL LAND & FUNDS.
- H. MISCELLANEOUS LIFT STATION UPGRADES – ANTICIPATED LATER IN 2018.
- I. BANKSTON ROAD W.W.T.P. LAGOON RELOCATION – ANTICIPATED LATE 2018.



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2. SELF-FUNDED/IMMEDIATE PROJECTS:

A. SOUTHWEST W.W.T.P. PROPERTY ACQUISITION - ON HOLD.

3. BROOKFIELD TRACE LIFT STATION

JAY PITTMAN CONTACTED ENTERGY TO ASK IF THEY WERE GOING TO BE COMING OUT TO TURN OFF THE POWER SO THAT LIFT STATION CAN BE INSTALLED; HAVEN'T HAD RESPONSE.

4. REQUISITIONS

NONE THIS MONTH

FINANCIAL REPORT---RANDI MATTHEWS

RANDI MATTHEWS DISTRIBUTED COPIES OF THE STATEMENT OF REVENUES AND EXPENDITURES FOR (5) FIVE MONTHS ENDING MAY 31, 2018, DISCUSSED DETAILS AND INVITED QUESTIONS.

MOTION WAS MADE BY RANDY TRICOU TO ACCEPT THE STATEMENT OF REVENUES AND EXPENDITURES FOR (5) FIVE MONTHS ENDING MAY 31, 2018.

SECONDED BY BRIAN SHIREY AND MOTION **PASSED**

ALL IN FAVOR; NO NAYS

ATTORNEY'S REPORT

BRAD CASCIO, ATTORNEY FOR THE DISTRICT WAS NOT ABLE TO BE PRESENT. JASON HOOD DID RECEIVE AN E-MAIL FROM HIM REGARDING **THE HOOVER PROPERTY ON CORNER OF HIGHWAY 190 EAST AND S. AIRPORT RD.**, STATING THAT THE CITY OF HAMMOND HAS TENTATIVELY AGREED TO RELINQUISHING 800 FT. SOUTH OF THE ED HOOVER PROPERTY, IN ORDER FOR THE DISTRICT TO TIE-IN, NOT TO EXCEED 10,000 G/P/D; THE AGREEMENT WILL NEED CLARIFICATION IF IT EXCEEDS 10,000 G/P/D.



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MEMBER'S PRIVILEGES

NO REPORT

MOTION WAS MADE BY BRIAN SHIREY TO ADJOURN MEETING.
SECONDED BY RANDY TRICOU AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS