



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, MARCH 18, 2019 @ 5:00 P.M. AT THE CLAUSEN BUILDING, 15485 W. CLUB DELUXE ROAD, HAMMOND, LOUISIANA 70403, WITH THE FOLLOWING MEMBERS **PRESENT:** B.J. COUVILLION, CHARLES CHRISTMAS, JUSTIN PROCTOR AND BRIAN SHIREY.

ABSENT: RANDY TRICOU

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

MOTION WAS MADE BY JUSTIN PROCTOR TO ACCEPT THE FEBRUARY 18, 2019 MEETING MINUTES

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

ALL IN FAVOR; NO NAYS

GENERAL MANAGER'S REPORT---JASON HOOD

JASON HOOD ADVISED THE BOARD MEMBERS THAT HE IS IN RECEIPT OF VERBAL AND SIGNED ACCEPTANCE LETTER FROM MR. STEADMAN FOR THE THIRD LIFT STATION SITE IN VICINITY OF FIRETOWER ROAD, IN THE BEDICO AREA.

MR. HOOD ALSO ADVISED THAT THERE WERE 131 PERMITS ISSUED FOR FEBRUARY AND NINE OF THOSE ARE NEW ADDRESSES.

MR. HOOD ADVISED THE BOARD THAT HE HAS A VERBAL ACCEPTANCE FROM A STEADMAN HEIR OF THE DISTRICT'S OFFER TO PURCHASE A LOT ON HIGHWAY 22 EAST FOR THE THIRD LIFT STATION SITE.

MR. HOOD STATED THAT HE HAS SPOKEN TO ADAM KURZ OF D.R. HORTON TO ATTEMPT FINALIZATION OF THE SECOND LIFT STATION SITE OF THE BEDICO EXPANSION PROJECT; MR. KURZ IS CURRENTLY AWAITING THEIR LEGAL COUNSEL TO REVIEW AND COMMENT ON THE AGREEMENT MR. BRAD CASCIO, ATTORNEY FOR THE DISTRICT, HAS PREPARED.

JASON HOOD ADVISED THE BOARD THAT C.C. LYNCH HAS COMPLETED THE ANNUAL CALIBRATION OF ALL SIX OF THE DISTRICT'S FLOWMETERS AT EACH REGIONAL FACILITY.



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FINANCIAL REPORT---RANDI MATTHEWS OF TAYLOR & MATTHEWS

RANDI MATTHEWS DISCUSSED DETAILS AND INVITED QUESTIONS ON THE STATEMENT OF REVENUES & EXPENDITURES FOR (2) TWO MONTHS ENDING FEBRUARY 28, 2019.

MOTION WAS MADE BY B.J. COUVILLION TO ACCEPT THE FINANCIAL REPORT
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

AUDITOR TREY SANDERS DISTRIBUTED COPIES OF AUDIT PLANNING LETTER, AND EXPLAINED THE ADDENDUM TO THE AUDIT ENGAGEMENT LETTER TO MEMBERS OF THE BOARD.

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE THE ADDENDUM TO THE AUDIT ENGAGEMENT LETTER.
SECONDED BY B.J. COUVILLION AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

T.P.S.D. #1 SEXUAL HARASSMENT POLICY

JASON HOOD ADVISED THE BOARD MEMBERS THAT TREY SANDERS, AUDITOR, AND BRAD CASCIO, ATTORNEY FOR THE DISTRICT, HAVE BOTH REVIEWED AND APPROVED THE T.P.S.D. #1 SEXUAL HARASSMENT POLICY.

MOTION WAS MADE BY BRIAN SHIREY TO APPROVE THE T.P.S.D. #1 SEXUAL HARASSMENT POLICY
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
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ENGINEER'S REPORT---CHUCK SPANGLER & JAY PITTMAN

1. BOND PROJECTS----CURRENT (APPROVED) BUDGET = \$9,890,000 (\$8,885,000 BOND FUNDS/\$1,005,000 TPSD1 FUNDS):

- A. **SYSTEM EXPANSION (LA445/LA22)** – FIELD SURVEYS/AERIAL SURVEYS COMPLETE ON LA445 (LS#1 & LS#2); SEARCH FOR LS#3 SITE (LA22) APPARENTLY SUCCESSFUL:
 - 1. CHAMP COOPER SCHOOL (LS#1) & CYPRESS RESERVE (LS#2): SURVEYS AND COOPERATIVE ENDEAVOR AGREEMENTS COMPLETED, NEED EXECUTED C.E.A FROM D.R. HORTON (LS#2).
 - 2. LA22 IN THE VICINITY OF FIRETOWER ROAD (LS#3): “NEW” SITE OFFER (STEADMAN, LOT 5) HAS BEEN ACCEPTED. ORDERED TITLE EXAM. CLOSING WITHIN 60 DAYS (EST).
 - 3. LA D.O.T.D. DRIVEWAY AND UTILITY PERMITS BEING SUBMITTED.
 - 4. WETLANDS PERMITS BEING REVIEWED BY U.S. ARMY C.O.E.

- B. **LIFT STATION IMPROVEMENTS (FY2017)** – INCLUDES BON AIRE LS/FM IMPROVEMENTS, BEDICO (CHARTREUSE) LIFT STATION, AND CHAD DRIVE L.S.
 - 1. ALL THREE (3) LIFT STATIONS & FORCE MAINS, AS WELL AS GENERATOR NOW ON-LINE; SEVERAL PUNCH LIST ITEMS REMAIN.

- C. **SOUTHEAST WWTP IMPROVEMENTS**
 - 1. LADH PERMIT ISSUED.
 - 2. LADEQ AFFIRMED OUR REQUEST TO COMMENCE ADVERTISING.
 - 3. PROJECT SCHEDULE IS AS FOLLOWS:



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PROJECT SCHEDULE (CONT.)

04/10/19 (FRI.)	COMMENCE ADVERTISING FOR BIDS
05/01/19 (WED.)	PRE-BID CONFERENCE (11:00 A.M.; CLAUSEN BLDG MTG. ROOM
05/10/19 (FRI.)	OPEN BIDS (10:00 A.M.; CLAUSEN BLDG. MTG. ROOM
05/20/19 (MON.)	AWARD OF BID (5 P.M., REGULAR MTG. OF TPSD #1)
06/03/19 (MON.)	PRE-CONSTRUCTION CONFERENCE 11 A.M. ENGINEER'S OFFICE
06/10/19 (MON.)	COMMENCE CONSTRUCTION – 365 DAYS
06/10/20 (WED.)	COMPLETE CONSTRUCTION – FINAL INSPECTION

- D. **BEDICO REGIONAL WWTP IMPROVEMENTS** – UPGRADING TO 900,000 GPD
1. ENGINEERING DESIGN, PLANS & SPECS = 90% COMPLETE.
 2. “BEDICO ACCESS ROAD” (DUSTY LANE) PLANS COMPLETE: \$82,000 PROJECT BUDGET – REQUEST PERMISSION TO SEEK QUOTES.
 3. LADEQ PERMIT MODIFICATION NECESSARY (TO COORDINATE WITH TERRACON).
 4. LADH PERMIT SUBJECT TO LADEQ COMMENTS (YET TO BE OBTAINED).
 5. PROJECT SCHEDULE SUBJECT TO LADH/LADEQ PERMIT APPROVALS.
- E. **SOUTHEAST WWTP MAINTENANCE BUILDING** – TO BE ADDRESSED AFTER NEW S.E. WWTP IS IN SERVICE.
- F. **MISCELLANEOUS BOND ISSUE PROJECTS** – UPDATED BOND ISSUE PROJECT LIST/BUDGETS EXPECTED BY JUNE 2019; DEPENDENT ON S.E. WWTP & SYSTEM EXPANSION (LA445/LA22) BIDS.



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2. SELF-FUNDED/IMMEDIATE PROJECTS:

- A. BEDICO WWTP ALL-WEATHER ACCESS ROAD (DUSTY LANE) PLANS COMPLETE: \$82,000 PROJECT BUDGET – REQUEST PERMISSION TO SEEK QUOTES.
- B. NORTHWEST WWTP LEVEE WORK – POND LEVEE CONFIGURATION AND ADDITIONAL AERATION UNDERWAY BY CLEARWATER UTILITIES.
- C. CLUB DELUXE SEWER EXPANSION – NEW REQUEST TO PROVIDE SEWER SERVICE ON CLUB DELUXE ROAD – OPEN FOR DISCUSSION.
- D. LONG-RANGE PLANS FOR WWTP – LA22

3. PERMITS/LADEQ COMPLIANCE ORDER (S)

- A. UPGRADES TO NORTHWEST WWTP (SEE ITEM 3B ABOVE)

4. REQUISITIONS

- A. NONE AT THIS TIME.

MOTION WAS MADE BY B.J. COUVILLION TO AMEND THE AGENDA TO AUTHORIZE SPANGLER ENGINEERING TO SEEK BIDS FOR CLUB DELUXE SEWER EXPANSION.

SECONDED BY BRIAN SHIREY AND MOTION **PASSED TO AMEND AGENDA.**

ALL IN FAVOR; NO NAYS

MOTION WAS MADE BY B.J. COUVILLION TO AUTHORIZE SPANGLER ENGINEERING TO SEEK BIDS FOR EXPANSION OF SEWER ON CLUB DELUXE ROAD.

SECONDED BY BRIAN SHIREY AND MOTION **PASSED**

ALL IN FAVOR; NO NAYS

MOTION WAS MADE BY JUSTIN PROCTOR TO ACCEPT QUOTES FOR BEDICO ALL-WEATHER ACCESS ROAD.

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

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ELECTION OF OFFICERS FOR SEWERAGE DISTRICT # 1 OF TANGIPAHOA ARE AS FOLLOWS:

MOTION WAS MADE BY B.J. COUVILLION TO NOMINATE **BRIAN SHIREY AS PRESIDENT.**
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED.**
ALL IN FAVOR; NO NAYS

MOTION WAS MADE BY B.J. COUVILLION TO NOMINATE **JUSTIN PROCTOR AS VICE PRESIDENT.**
SECONDED BY BRIAN SHIREY AND MOTION **PASSED.**
ALL IN FAVOR; NO NAYS

MOTION WAS MADE BY BRIAN SHIREY TO NOMINATE **B.J. COUVILLION AS SECRETARY/TREASURER.**
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

MOTION WAS MADE BY B.J. COUVILLION TO AUTHORIZE NEW CHAIRMAN, BRIAN SHIREY, TO SIGN BOND PAYMENT REQUISITION FORMS AND OTHER RELATED DOCUMENTS, EFFECTIVE APRIL 1, 2019.
SECONDED BY JUSTIN PROCTOR AND MOTION **PASSED**
ALL IN FAVOR; NO NAYS

MEMBER'S PRIVILEGES

BRIAN SHIREY PRESENTED AN AWARD TO CHARLES CHRISTMAS IN RECOGNITION AND APPRECIATION OF HIS YEARS OF SERVICE TO THE SEWERAGE DISTRICT #1 OF TANGIPAHOA.

MOTION WAS MADE BY JUSTIN PROCTOR TO ADJOURN THE MEETING.
SECONDED BY BRIAN SHIREY AND MOTION **PASSED.**
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