

PURSUANT TO PUBLIC NOTICE, THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SEWERAGE DISTRICT OF TANGIPAHOA WAS HELD ON TUESDAY, JANUARY 18, 2022 @ 5:00 P.M., AT THE CLAUSEN BUILDING, 15485 W. CLUB DELUXE ROAD HAMMOND, LOUISIANA 70403.

PRESENT: JAMES MILLER, SAMMY RICHMOND, BRIAN SHIREY, & BJ COUVILLION

ALSO PRESENT: JASON HOOD, JAY PITTMAN, OF SPANGLER ENGINEERING; RANDI MATTHEWS, OF TAYLOR AND MATTHEWS CPA.

I. CALL TO ORDER: (MR. SHIREY)

II. ROLL CALL: (TONIA BANKS)

III. APPROVAL OF MINUTES FROM THE December 15, 2022, MEETING.

There was a motion made by BJ Couvillion and second by Sammy Richmond to approve minutes from the January 18, 2022, meeting.

Vote: All in favor, no nays.

IV. MANAGER'S REPORT. (JASON HOOD)

****Documents were provided to each board member for review. ****

Jason stated for December there were a total of 152 permits with eleven of those being new addresses.

Informed the board that there was workmen's comp claim and Stone Trust settled the claim on Friday in the amount of \$8000. The company truck has been fixed Geico has paid the claim and next month you will see that expenditure.

Mr. Hood informed the board that Parish President, Miller suggested that he attend the National Hurricane conference in April and in the process of planning. Attending this conference will assist to be prepared and respond better to hurricane events and the event will be in Orlando.

Construction has begun on the Southeast maintenance building the slab has been poured, steels up, and tin is in process. Mr. Hood referred the board to their binders of photos he took of the maintenance building progress. Mr. Hood also notified the board if they start receiving any complaints or calls concerning the Ashton Heights fence it will be replaced waiting on the fence contractor. The contractor is providing the best price for the fence, and he is trying to hold firm.

The water sector committee will be meeting Friday at 1pm and providing the awards. There was no information given on where the district scored. Mr. Hood stated he will review the meeting online.

V. FINANCIAL REPORT AND REVIEW. (RANDI MATTHEWS)

****Documents were given to each board member for review. ****

Ms. Matthews reviewed total revenues for the month \$269,477.00. She informed the board of the insurance, liability, & property paid the annual premium with Emery & James for the year of \$44,371.00 for liability policy. The retirement contribution followed by salary & wages those were higher in the current month due to three pay periods in December.

Plant and Lift stations that had major repairs: Brookfield Trace, Regency Estates, and Southeast plant. This is putting the Sewerage district in the red for month \$13,120.00 by keeping in black for the year to date \$487,225.00.

Jason Hood, the Brookfield Trace was the one that I was reporting where sheet piling was being placed and rebuild and the levee the invoice was finally received.

BJ Couvillion, what's being done at the Southeast plant

Randi Matthews, \$3,400 was to Incan Brent and \$600 for a mobile home moving company.

Jason Hood, groundwork had to be completed at the site and brought in stock field dirt that's kept a Southeast.

There was a motion by BJ Couvillion and second by James Miller accepting the financial report and review.

Vote: All in favor, no nays

VI. APPROVAL OF THE 2022 MONTHLY COMPILATION LETTER OF ENGAGEMENT FROM TAYLOR MATTHEWS CPA FIRM. (Randi Matthews)

Jason Hood, documents provided in each board member binders for review. Ms. Matthews stated items 6 & 7 are letters presented each year. Item #6 is to continue the monthly work for 2022 and item #7 is the end of year compilation for 2021 to prepare for the auditors.

There was a motion by BJ Couvillion and second by James Miller to approve the 2022 monthly compilation letter of engagement from Taylor Matthews CPA firm. Vote: All in favor, no nays

**VII. APPROVAL OF THE 2021 END OF THE YEAR COMPILATION LETTER OF ENGAGEMENT FROM TAYLOR MATTHEWS CPA FIRM.
(Randi Matthews)**

Jason Hood, documents provided in each board member binders for review.

There was a motion by BJ Couvillion and second by James Miller to approve the 2021 end of year compilation letter of engagement from Taylor Matthews CPA firm. Vote: All in favor, no nays

VIII. ENGINEER'S REPORT (JAY PITTMAN)

Jay Pittman, Engineer's report documents provided in each board member binders for review. Bedico Permit spoke with DEQ last week and should have the final permit issued by next week. Tangi Lakes construction is ongoing, Club Deluxe sewer -no report, Water Sector- will know about the reward about the potential projects on Friday at 1pm. There are no requisitions.

**IX. APPROVAL OF PAY REQUISITION NO. 45 TO D&H CONSTRUCTION IN THE AMOUNT OF \$141,497.59 FOR COSTS RELATED TO THE S.E. TREATMENT FACILITY MAINTENANCE BUILDING CONTRUCTION.
(JASON HOOD)**

Jason Hood, documents provided by email to each board member for review but, included the bond requisition total and the pictures in each member binder. This is their first pay request to D&H Construction.

There was a motion by BJ Couvillion and second by Sammy Richmond to approve pay requisition No. 45 to D&H construction in the amount of \$141,497.59 for costs related to the S.E. Treatment facility maintenance building construction.

Vote: All in favor, no nays

X. AUTHORIZATION TO SEEK BIDS FOR ONE 40KW MOBILE EMERGENCY GENERATOR AND ONE SIX INCH AUXILIARY BYPASS PUMP.

(Jason Hood)

Jason Hood, stated he has phone quotes and it falls within the budget but will be required to seek bids.

There was a motion by BJ Couvillion and second by Sammy Richmond to seek bids for one 40kw mobile emergency generator and one six-inch auxiliary bypass pump. Vote: All in favor, no nays

XI. MEMBER PRIVILEGES: NONE

XII. ADJOURNMENT: There was a motion by Sammy Richmond and second by Brian Shirey to adjourn the meeting. All members were in favor to adjourn.