



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 TUESDAY, FEBRUARY 22, 2022 @ 5:00 P.M., AT THE CLAUSEN BUILDING, 15485 W. CLUB DELUXE ROAD HAMMOND, LOUISIANA 70403.

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

ABSENT: JUSTIN PROCTOR

ALSO PRESENT: JASON HOOD, GENERAL MANAGER; JAY PITTMAN, OF SPANGLER ENGINEERING; BRAD CASCIO, ATTORNEY FOR DISTRICT; RANDI MATTHEWS, OF TAYLOR AND MATTHEWS CPA; TREY SANDERS, AUDITOR HANNIS T. BOURGEOIS.

I. CALL TO ORDER: (BRIAN SHIREY)

II. ROLL CALL: (JAMARA NORMAN)

III. APPROVAL OF THE MINUTES FROM THE JANUARY 18, 2022 MEETING.

There was a motion made by **BJ Couvillion** and second by **James Miller** to approve minutes from January 18, 2022.

Vote all in favor, no nays.

IV. MANAGER'S REPORT. (JASON HOOD)

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

Jason stated June's permit total was 194 with 60 of those being new addresses.

Jason informed the board that the new work truck approved last April has finally arrived. And will like to purchase another truck later in the year. He asked the board for direction weather to purchase or



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lease. Board asked to report back how many leased and owned that currently in TPSD1 fleet. Jason agreed.

Jason met and engaged a DEQ consultant to work on a contractual case by case basis. The consultant worked for LA DEQ for 6 years and has already been very helpful. The consultant has audited 6 regional Treatment Plants permits.

Lastly, DEQ has supplemental funding will have more frequent and extensive inspections of all of TPSD1 plants. DEQ has typically only inspected the regional plants, one every year. This inspection includes a review of our DMR's which makes it very important to make every attempt to meet our limits. Jason explained due to upcoming inspection he will have to start purchasing new and spare aerator and pumping equipment. There has been an extreme jump in electrical motor costs as well as long lead times. In the months to come there will be expenses associated with working hard to meet our permits limits.

V. FINANCIAL REPORT AND REVIEW. (RANDI MATTHEWS)

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

Randi Matthews informed the board of the current account balances. And highlighted the few expenses. She allowed the board to review report and ask questions.

There was a motion made by **BJ Couvillion** and second by **Sammy Richmond** to approve financial report and review.

Vote all in favor, no nays.



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VI. ENGINEER'S REPORT. (JAY PITTMAN)



Spangler Engineering, LLC

CONSULTING CIVIL ENGINEERS

T. C. Spangler, Jr., P.E.
Webb M. Anderson, P.E.
Jay C. Pittman, P.E.

ENGINEER'S REPORT

To: Mr. Brian Shirey, Chairman
& Board Members
Sewerage District No.1 of Tangipahoa Parish
15485 W. Club DeLuxe Road
Hammond, Louisiana 70403

From: T. C. Spangler, Jr., P.E. / Jay C. Pittman, P.E.

Date: February 22, 2022

Projects/Status:

1. **BOND PROJECTS [Series 2017 & Series 2020]** – “Priority List” adopted 12/16/2019 (\$14.9M = \$8.885M Series 2017 + \$4.9M Series 2020 + \$1.115M TPSD1 Cash on Hand). Status of all bond projects:
 - a. **Bedico Regional WWTP Improvements** – upgrade to **1,600,000 gpd**
 - i. Received permit from DEQ. We are reviewing the DEQ permit for imposed limits and testing. DEQ permit limits likely to impact process design. LDH issued comments based on DEQ permit and previously submitted plans.
 - b. **Tangi Lakes LS/FM Improvements** –
 - i. Construction in progress (Mitchell Contracting)
 - ii. Pay Estimate No. One (1) approved for \$173,941.44 (see item 6.c)
 - c. **Club DeLuxe Sewer Expansion** –
 - i. **Recommend Final Acceptance w/ Punchlist and 10% Retainage Withheld**
 - ii. No pay request this month.
2. **Water Sector Program (Division of Administration):**
 - a. Bedico WWTP Improvements (including Haven LS & FM Impr.) successfully approved and funded from LA DOA - Water Sector Grant Applications.
 - b. Total Budget: \$3.785M (\$2.885M from State/\$900k from TPSD)
 - c. Awaiting guidance from DOA on project award and bid
3. **Self-funded/Immediate Projects:** – We will be meeting with Jason in the next couple weeks to review existing project priority list and determine new projects based on TPSD needs from proposed developments, compliance orders, etc.
4. **Permits/LaDEQ Compliance Order(s):**
 - a. Northwest WWTP compliance order will need to be addressed via local funds due to non-award of project from LA DOA Water Sector Program (to be discussed with above Item #3)
 - b. No updates this month regarding other WWTPs.

There was a motion made by **BJ Couvillion** and second by **Sammy Richmond** to approve the recommendation for final acceptance with punch list and 10% retainage withheld.

Vote all in favor, no nays.



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5. VELMA Sewer Improvements [FY2020 LCDBG]:

- a. Construction in progress (Mitchell Contracting)
- b. Total project budget (\$1,335,741) funded as follows:

SOURCE OF FUNDS	AMOUNT
a. FY2020 La. Community Development Block Grant:	\$ 999,300
b. Tangipahoa Parish Government:	207,741
c. Sewerage District No. 1 of Tangipahoa Parish*:	128,700
TOTAL PROJECT FUNDING:	\$ 1,335,741

* Included in TPSD1 Series 2020 Bond funds

6. REQUISITIONS – Series 2020 Bond Funds

- a. **Recommend approval of REQUISITION No. 47** – Spangler Engineering
 - i. Inv. 22-13 = \$6,784.49 (Sewer System Improvements - VELMA); Inv. 22-22 = \$8,503.40 (Sewer System Improvements - VELMA); Inv. 22-24 = \$13,517.15 (Tangi Lakes LS & FM Improvements).
- b. **Recommend approval of REQUISITION No. 48** – Lawson-Bonet Construction, Inc.
 - i. **Pay Estimate No. Ten (10) (Retainage)** – Booker North LS & FM Improvements = \$4,000.00.
- c. **Recommend approval of REQUISITION No. 49** – Mitchell Contracting, Inc.
 - i. **Pay Estimate No. One (1)** – Tangi Lakes LS & FM Improvements = \$173,941.44.

Respectfully Submitted,


Jay C. Pittman, P.E.

cc: Mr. Jason Hood, TPSD1 General Manager
Mr. Gene Myers, TPSD1 Operations Manager

There was a motion made by **BJ Couvillion** and second by **Sammy Richmond** to approve requisition No. 47, No. 48, and No. 49

Vote all in favor, no nays.



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VII. APPROVAL OF A PREDIAL SERVITUDE AGREEMENT FOR THE SE TREATMENT FACILITY ACCESS RD. BETWEEN TPSD1 AND SUZANNE GRAHAM. (Brad Cascio)

Brad explained the predial servitude agreement to the board. And answered all question from the board.

There was a motion made by **Sammy Richmond** and seconded by **BJ Couvillion** to approve the predial servitude agreement for the SE treatment facility access rd. between TPSD1 and Suzanne Graham.

Vote all in favor, no nays.

VIII. ACCEPTANCE OF THE LOW BID AND AUTHORIZATION TO PURCHASE FROM LOW BIDDER FOR ONE 40KW EMERGENCY GENERATOR. (Jason Hood)

*******Document given to each board member for review*******

Jason explained that a bid was placed with the approval from the board of the proposed budget of \$40,000.00. This will be the 2nd generator for natural emergency with the hopes of purchasing four to five. Jason answered all question from the board.

There was a motion made by **BJ Couvillion** and second by **James Miller** to approve acceptance of the low bid and authorization to purchase from low bidder for one 40KW emergency generator.

Vote all in favor, no nays.

IX. ACCEPTANCE OF THE LOW BID AND AUTHORIZATION TO PURCHASE FROM LOW BIDDER ONE 6 INCH EMERGENCY BY PASS PUMP. (Jason Hood)

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

Each board member reviewed bid tabulation. Jason provided the purpose of the pump for the generator. Bid awarded to Better Pumps & Solutions for \$43,500.00.



There was motion made by **BJ Couvillion** and second by **Sammy Richmond** to approve acceptance of the low bid and authorization to purchase from low bidder, Better Pumps & Solutions, one 6-inch emergency by pass pump.

Vote all in favor, no nays.

X. APPROVAL OF THE 2021 AUDIT AND SAUP ENGAGEMENT LETTERS FROM HANNIS T BOURGEIOS. (TREY SANDERS)

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

Trey Sanders explained the purpose of the audit and the 2 (two) engagement letters. The first letter is the agreed upon procedures. Agreed upon statewide procedure such as sexual harassment prevention training and disaster recovery plan for IT system.

Second letter is the actual audit engagement letters. Audit letter will be looking at ongoing concern issues and risk on page 7. Example of risk will be misappropriation of cash and capital assets. Along with government auditing standards. Trey opened the floor to questions.

There was a motion made by **Sammy Richmond** and seconded by **BJ Couvillion** to approve the 2021 audit and SAUP engagement letters from Hannis T. Bourgeios.

Vote all in favor, no nays.

XI. APPROVAL OF REQUISITION NO. 46 TO D&H CONSTRUCTION IN THE AMOUNT OF \$50,614.70 FOR COST ASSOCIATED WITH THE SE TREATMENT MAINTENACE BUILDING CONSTRUCTION PROJECT. (JASON HOOD)

******* Document given to each board member for review*******

Jason recommended approval for requisition no. 46 to D& H construction. He stated that construction was 49% complete on the building.



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There was a motion made by **BJ Couvillion** and seconded by **Sammy Richmond** to approve requisition no. 46 to D&H construction in the amount of \$50,614.70 for cost associated with SE treatment maintenance building construction project.

Vote all in favor, no nays.

XII. MEMBER PRIVILEGES

XIII. ADJOURNMENT

There was a motion made by **BJ Couvillion** and second by **Sammy Richmond** to adjourn meeting.

Vote all in favor, no nays.