

Water Works District No. 2
St. Tammany Parish, State of Louisiana

Board of Waterworks Commissioners Meeting
Water District No. 2 Office, Hwy. 36, Covington, LA

May 12, 2025– 5:00 p.m.

Staff Present: Julie Williams – Asst. General Manager
Grady Thigpen – Field Supervisor

Board Present: Pierre Fabre – Vice President
Lorraine Saba – Secretary/Treasurer
Sarah Holzhalb – Board Member

Board Absent: Benjamin Martino – Board President
Monique Stubbs – Board Member

Call to Order: The meeting was called to order by Vice President Pierre Fabre.

Minutes: Minutes of the April 14, 2025 meeting were read. Motion to approve them was made by Sarah Holzhalb and seconded by Pierre Fabre.

Bank Balances: Bank balances for the month ending April 30, 2025 were read by Lorraine Saba.

Julie Williams spoke:

Water Loss: Water loss went down from 13.27% to 12.16%.

Budget Comparison: Profit & Loss was similar to last year's figures, so nothing was out of the ordinary.

2014 Truck: The 2014 Toyota Tundra sold at auction for \$6,805. The buyer will pick it up this Thursday. As soon as it's gone, Julie will drop the insurance on it.

Sanitary Survey: The Department of Health representative reviewed our office records, then she went with Grady to see the well site. She found no issues and said that everything looked good and in order.

Audit: Our 2024 Audit conducted by LaPorte CPAs & Business Advisors was found to be good with no issues or exceptions.

Information Technology: Julie contacted Caselle regarding our annual billing software agreement renewal cost for 6/1/25-5/31/26. Quote to operate through our current set-up via server (which is outdated and needs to be replaced) would be \$6,056. Quote to convert to the Cloud would be \$7,200. Julie spoke with Bo Jakins – Bridgenet, IT Consultant, and felt the price was reasonable and felt it would be better to move forward and make the swap to the Cloud. Bo Jakins will start the process to get us swapped over and operating via the Cloud.

Generator: Generator Power Systems came out to service both of our generators at the well site and office. Last week we had a problem with the office generator transfer switch. Office experienced a power surge and loss of power and generator did not come on. GPS came out and looked at the generator and found the contact points are all wearing out which did not allow the transfer switch to operate properly to have the generator turn on. They were able to override the problem so we can get the generator to operate when needed until permanent repair is made. GPS will consult with Generac to see if we can just replace the worn out parts or if we will need to replace the entire transfer switch.

Grady Thigpen spoke:

Robindale Development: Grady said that the third phase of Robindale Subdivision off of Homestead will consist of 24 houses. In a few weeks the developer will run a new water line on Florence St to service those houses. When we tie it in, we will need to add a fire hydrant to be used to improve flushing of the water mains in that area. Grady will get us a price for pipe and valves, and we will do the work ourselves. We'll need to be sure and stay on the right-of-way and notify property owner first.

No further business to discuss, a motion to adjourn was made by Pierre Fabre and seconded by Sarah Holzhalb.

Submitted by: Lorraine Saba, Board Secretary-Treasurer.

5/13/2025