

**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 13, 2024 – 5:00 p.m.**

**Staff Present:** Julie Williams – Asst. General Manager

**Board Present:** Benjamin Martino – President  
Pierre Fabre – Vice President  
Lorraine Saba – Secretary/Treasurer  
Monique Stubbs – Board Member

**Staff Absent:** A.J. Cigali – General Manager  
Grady Thigpen – Field Supervisor

**Call to Order:** The meeting was called to order by President Benjamin Martino.

**Minutes:** Minutes of the April 8, 2024 meeting were read. Motion to approve them was made by Monique Stubbs and seconded by Pierre Fabre.

**Bank Balances:** Bank balances for the month ending April 30, 2024 were read by Lorraine Saba.

**Julie Williams spoke:**

**Millage Change:** Cindy looked at our finances for the next two years and suggested we drop from 4.03 mills to 4.02 for now. As treasurer, I suggested that we accept 4.02 as the new millage rate and everyone agreed. In A.J.'s absence, Julie will sign the affidavit which states that the board approved.

**Water Loss:** Water Loss was down to 10.56% for the month of April. Julie noted that the losses go up and down, and cited a recent leak on Lynn Dr.

**Profit & Loss Report:** Julie explained the reasons why a few items for income and expenses were higher than last year's numbers.

**Council Board Approval:** Julie was advised by the parish that the board will be put on the June Council agenda for reappointment. Sarah Holzhalf's appointment will also be put on the June Council agenda.

**Field Work:** There is an old hydramatic tank on the Garland Street well that has been abandoned. Stateline Crane will remove the tank for \$1700 so the board approved doing it.

**Lead Water Lines:** As part of the Safe Drinking Water Act, we are required to submit a Initial Service Line Inventory spreadsheet showing all locations that are tied into our system and the type of material used by October 16, 2024. This is to make sure we have no lead service lines on the system-owned and customer-owned portions of the service lines. We are currently working on putting this information together.

**Generator:** Julie said she spoke to two different companies that do generator maintenance. They said they could service the office generator, but they were not licensed to work on an industrial size generator like the one at the well site. Therefore, we will have to continue our contract with Pan American Power. She noted that they were scheduled to come out and added that we have extra oil and filters to be ready for hurricane season.

**Job Responsibilities:** Julie gave out our current organizational chart along with job descriptions for each employee. She noted that the two new field operators are working well with the others. There was discussion about hiring an additional employee to learn the office operations.

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

**Submitted by:** Lorraine Saba, Board Secretary-Treasurer.  
Lcs: 5/14/2024`