

# Lafayette Parish Waterworks District North

307 Rue Scholastique Road  
Lafayette, Louisiana 70507  
Thursday, December 28, 2023  
at 5:30 p.m.

## MINUTES OF SPECIAL BOARD MEETING

### COMMENCEMENT

#### Agenda Item No. 1:      **Call to Order**

The Lafayette Parish Waterworks District North (hereinafter sometimes referred to as LPWDN”) Special meeting of December 28, 2023, was called to Order by LPWDN President, Preston Bernard

#### Agenda Item No. 2:      **Pledge of Allegiance**

#### Agenda Item No. 3:      **Roll Call**

##### **Members Present:**

Preston Bernard, Paul Champagne, Toby Domingue Bradley Racca, Robert Marceaux and Jared Richard

##### **Members Absent:**

Terry Fabre and Martin Mouton

#### Agenda Item No. 4:      **Recognized Guest(s)**

Byron Guillory, Chief Admin. Officer/Legal Counsel  
Bill Neef, Engineer  
Mary S. Dwyer, Administrative Assistant/Minutes Clerk

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**Agenda Item No. 5:**      **Adoption of Minutes of the Regular Board Meeting held on Thursday, December 9, 2023.**

A Motion was offered by Robert Marceaux, seconded by Paul Champagne, to adopt the Minutes of the Regular Board Meeting held on Saturday, December 9, 2023. The Motion was unanimously approved.

**Agenda Item No. 6:**      **Discussion of New Business**

None.

**Agenda Item No. 7:**      **Discussion of Old Business**

None.

**Agenda Item No. 8:**      **Policies and Procedure Committee**

None

**Agenda Item No. 9:**      **Construction Committee**

None.

**Agenda Item No. 10:**      **Review/Finance/Administrative Committee**

- (a) Paul Champagne informed the Board that the invoices have been reviewed and he recommends that the invoices for the month be paid.

A Motion was offered by Brad Racca, seconded by Toby Domingue to pay invoices for the month. The Motion was unanimously approved.

**Agenda Item No. 11:**      **Legal Committee**

None.

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**Agenda Item No. 12: Bill Neef (Neef Engineering)**

- (a) Neef provided the Board with a copy of the Operations Budget through November 2023 and proposed amendments to 2023 Operating Budget captioned Lafayette Parish Waterworks District North 2023 Operating Budget With Budget Revisions and outlined same for the Board. Neef recommended that the Board consider adopting the amendments to 2023 operating budget captioned Lafayette Parish Waterworks District North 2023 Operating Budget With Budget Revisions.

A Motion was offered by Jared Richard, seconded by Robert Marceaux adopting the amendments to the 2023 operating budget captioned Lafayette Parish Waterworks District North 2023 Operating Budget With Budget Revisions. The Motion was unanimously approved.

- (b) Neef provided the Board with a copy of the 2024 Water Use Rate Study prepared by Neef Engineering Corporation. Neef outlined same for the Board. Neef recommended that the Board consider approving a suggested rate increase as outlined in the 2024 Water Use Rate Study and as outlined below, effective January 1, 2024:

RESIDENTIAL METERS			
Description		Minimum	Per 1000 Gallons after minimum
R1 - 3/4"	Residential 3/4"	\$23.75	\$4.60
R2 - 1"	Residential 1"	\$26.75	\$4.60
R3 - 1.5"	Residential 1.5"	\$26.75	\$4.60
R4 - 2"	Residential 2"	\$26.75	\$4.60
RF - Flat Rate	Residential Flat Rate	\$46.75 (Flat rate based on 7,000 gallons per month)	
*minimum includes the first 2,000 gallons of water use per month			

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COMMERCIAL METERS			
Description		Minimum	Per 1000 Gallons after minimum
C1 - 3/4"	Commercial 3/4"	\$26.85	\$4.80
C2 - 1"	Commercial 1"	\$29.85	\$4.80
C3 - 1.5"	Commercial 1.5"	\$31.05	\$4.80
C4 - 2"	Commercial 2"	\$40.25	\$4.80
CF – Flat Rate	Commercial Flat Rate	\$50.85 (Flat rate based on 7,000 gallons per month)	
*minimum includes the first 2,000 gallons of water use per month			

MASTER METERS			
Description		Minimum	Per 1000 Gallons after minimum
M1 - 3/4"	Master Meter 3/4"	\$26.85	\$4.80
M2 - 1"	Master Meter 1"	\$29.85	\$4.80
M3 - 1.5"	Master Meter 1.5"	\$31.05	\$4.80
M4 - 2"	Master Meter 2"	\$40.35	\$4.80
*minimum includes the first 2,000 gallons of water use per month			

A Motion was offered by Robert Marceaux, seconded by Toby Domingue approving rate increase as outlined in the 2024 Water Use Rate Study and as outlined below, effective January 1, 2024:

RESIDENTIAL METERS			
Description		Minimum	Per 1000 Gallons after minimum
R1 - 3/4"	Residential 3/4"	\$23.75	\$4.60
R2 - 1"	Residential 1"	\$26.75	\$4.60
R3 - 1.5"	Residential 1.5"	\$26.75	\$4.60
R4 - 2"	Residential 2"	\$26.75	\$4.60
RF – Flat Rate	Residential Flat Rate	\$46.75 (Flat rate based on 7,000 gallons per month)	
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M4 - 2"	Master Meter 2"	\$40.35	\$4.80
*minimum includes the first 2,000 gallons of water use per month			

The Motion was unanimously approved.

- (c) Neef provided the Board with a copy of the proposed 2024 operating budget captioned “LAFAYETTE PARISH WATERWORKS DISTRICT NORTH 2024 OPERATING BUDGET”. Neef outlined same for the Board and recommended that the Board consider approving same.

A Motion was offered by Toby Domingue, seconded by Paul Champagne approving the Lafayette Parish Waterworks District North 2024 Operating Budget. The Motion was unanimously approved.

- (d) Neef provided the Board with a status of the Landry Road Waterline Extension Project Facile Road to Tabb Road. Neef recommended that the Board authorize President, Preston Bernard, the authority to execute a contract with the apparent responsive/responsible low bidder for the Landry Road Waterline Extension Project Facile Road to Tabb Road for bids to be received on January 31, 2024.

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A Motion was offered by Robert Marceaux, seconded by Brad Racca authorizing President, Preston Bernard, the authority to execute a contract with the apparent responsive/responsible low bidder for the Landry Road Waterline Extension Project Facile Road to Tabb Road for bids to be received on January 31, 2024. The Motion was unanimously approved.

**Agenda Item No. 13: Byron P. Guillory (Chief Administrative Officer / Legal Counsel)**

- (a) Guillory recommended that the Board consider awarding the Well #5 Project to Griner Drilling in the amount of \$1,069,316.00 along with authority granted to Preston Bernard, president, to execute all contract documents in connection therewith.

A Motion was offered by Jared Richard, seconded by Robert Marceaux, awarding the Well #5 Project to Griner Drilling in the amount of \$1,069,316.00 along with authority granted to Preston Bernard, president, to execute all contract documents in connection therewith.

- (b) Guillory recommended that the Board consider entering into an “as needed” agreement with Kirkpatrick Construction, LLC (Kirkpatrick) to perform maintenance, repairs, meter installations, etc., upon Kirkpatrick complying with LPWDN contractual requirements and providing Preston Bernard with the authority to execute all documents in connection therewith.

A Motion was offered by Paul Champagne, seconded by Toby Domingue approving the entering into an “as needed” agreement with Kirkpatrick Construction, LLC (Kirkpatrick) to perform maintenance, repairs, meter installations, etc., upon Kirkpatrick complying with LPWDN contractual requirements and providing Preston Bernard with the authority to execute all documents in connection therewith. The Motion was unanimously approved.

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- (c) Guillory recommended that the Board consider approving the replacement of the motor in the 2017 Dodge Ram by Acadiana Dodge in the amount of \$11,520.29.

A Motion was offered by Toby Domingue, seconded by Robert Marceaux, approving the replacement of the motor in the 2017 Dodge Ram by Acadiana Dodge in the amount of \$11,520.29.

- (d) Guillory recommended that the Board consider authorizing the CAO to redesignate Heuetta Simon as a part-time employee from full-time status and to redesignate Lauren Crockett to full-time status from part-time status if Ms. Simon elects to become a part-time employee.

A Motion was offered by Toby Domingue, seconded by Paul Champagne authorizing the CAO to redesignate Heuetta Simon as a part-time employee from full-time status and to redesignate Lauren Crockett to full-time status from part-time status if Ms. Simon elects to become a part-time employee. The Motion was unanimously approved.

There being no further business, President, Preston Bernard, declared that the Lafayette Parish Waterworks District North meeting of December 28, 2023, be adjourned.

The foregoing is an accurate and true representation of the Minutes of the Lafayette Parish Waterworks District North meeting of December 28, 2023.

*s/ Paul Champagne*

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**PAUL CHAMPAGNE**  
**Secretary/Treasure**

*s/ Mary S. Dwyer*

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**MARY S. DWYER**  
**Administrative Assistant/Minutes Transcriber**

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