

St. Tammany Parish Sewerage District No.1

January 5, 2022

Zoom Teleconference

Board Attendance, online:

Mike Franklin, Chairman..... PRESENT
Roger Kocken, Secretary..... PRESENT
Jesmin Basanti Finley, Treasurer... PRESENT
Pete Lee PRESENT
David Talmage..... PRESENT

Others in attendance

Jeff Beratoniere, Curtis Environmental
Jeffrey Peters, future Board member.

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- Jeffrey Peters will be joining the board after he is approved and Pete Lee wishes to resign at that time.

Item 2: Monthly Report from Curtis Environmental.

- Currently only one blower motor working; the second motor has burned out and a new one has been ordered. Timing remains uncertain.
- Installation on the Board approved electrical upgrades to treatment plant is waiting on materials.
- Overload electrical circuit breakers at plant were tripping excessively. Addition of fan has reduced this problem.
- 132 Fairway Drive. Roto Rooter called out to jet service line. Board approved jetting main sewer line between nearest manholes.
- 154 Tchefuncte, sewer back-up. Roto Rooter called out.

Item 3: Financial:

- The new accounts at Resource Bank are all open. Board members will need to sign forms to allow Jesmin Finley to access the accounts.
- Mike to check on DEQ reserve account requirements.
- Accounts at Citizens bank will need to be closed out.
- The Board did not review the financial report, latest report not available at meeting time.
- Board will check to see if hook-up fees for two new houses (108 Tchefuncte & 130 North have been paid to the board.

Item 4: Document Storage:

- The Board has rented two security boxes at Resource Bank and will use the boxes to store key documents. Board plans to place key documents in boxes after Covid concerns are reduced.

Board Meeting Date:

- Board has moved the meetings to the first Wednesday of the month.
- **Next Meeting: Wednesday, February 2nd at 6:00 PM, A zoom meeting.**

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

January 5, 2022.

St. Tammany Parish Sewerage District No.1

February 2, 2022

Zoom Teleconference

Board Attendance, online:

Mike Franklin, Chairman..... PRESENT
Roger Kocken, Secretary..... PRESENT
Jesmin Basanti Finley, Treasurer... PRESENT
Pete Lee ABSENT
David Talmage..... PRESENT

Others in attendance

Jeff Beratoniere, Curtis Environmental

Jeffrey Peters, future Board member.

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- Jeffrey Peters will be joining the board after he is approved and Pete Lee wishes to resign at that time.

Item 2: Monthly Report from Curtis Environmental.

- No change from last month. Currently only one blower motor working; the second motor has burned out and a new one has been ordered. Timing remains uncertain.
- No change from last month. Installation on the Board approved electrical upgrades to treatment plant is waiting on materials.
- 125 North, Roto Rooter called out and jetted line open. Line is cracked and needs repair. Board is waiting on bid from Roto Rooter.
- 154 Tchefuncte, Terra Cota pipe needs to be replaced, Roto Rooter to send bid.
- 123 Fairway, sewer backup. Roto Rooter opened line.
- Lift station #2, Pumps losing prime, PSI call out, they adjusted impellers and returned pump #1 to service. Pump #2 needs new check valve; the valve has been ordered. Currently only one pump working.
- New house at 108 Tchefuncte will need to be tied into system, it is not clear where the tie-in point should be located.
- Breaux Brothers increased their charge for sludge removal.

Item 3: Financial:

- The new accounts at Resource Bank are all open. Waiting on arrival of checks.
- The Board reviewed the latest financial report.

Item 4: Document Storage:

- The Board has rented two security boxes at Resource Bank and will use the boxes to store key documents. Mike and Roger have the keys.

Item 5: Public Comment:

- Jeffrey Peters attended as future board member.

Board Meeting Date:

- Board has moved the meetings to the first Wednesday of the month.
- **Next Meeting: Wednesday, February 2nd at 6:00 PM, A zoom meeting.**

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

February 3, 2022.

St. Tammany Parish Sewerage District No.1

March 2, 2022

Zoom Teleconference

Board Attendance, online:

Mike Franklin, Chairman..... PRESENT
Roger Kocken, Secretary..... PRESENT
Jesmin Basanti Finley, Treasurer... PRESENT
Pete Lee PRESENT
David Talmage..... PRESENT

Others in attendance

NONE

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.

Item 2: Monthly Report from Curtis Environmental and operation issues.

- No change from last month. Currently only one blower motor working; the second motor has burned out and a new one has been ordered. Timing remains uncertain.
- No change from last month. Installation on the Board approved electrical upgrades to treatment plant is waiting on materials.
- 181 Covington Country Club, Root Rooter cleaned out service line on 2/20/2022.
- Sewage Treatment Plant, PSI call out to repair clarifier on 2/21/2022.
- 154 Tchefuncte Drive, Root Rooter called out to clean out line, Board approved repairs on 2/25/2022
- 192 Tchefuncte Drive, homeowner had to pay for line jetting (line over 100' long). 2/25/2022
- 125 North and 132 Bertel, Root Rooter completed sewer repairs. 2/28/2022.
- Lift Station #2 PSI replaced bad check valve.
- New house at 108 Tchefuncte will need to be tied into system. The tie-in will involve digging up part of the road. Estimated cost ~\$3,800.00, the homeowner will need to pay before the hook-up will be completed.
- Replacement flow meter (refurbished used meter) approved at cost of \$3,800.00, uncertain if meter has been installed.
- Board approved further investigation and repairs to sewer line defects noted in smoke tests.

Item 3: Financial:

- The Board reviewed the latest financial report for end of 2021. Will request Kathleen (CPA for the Board) to calculate new dept service ratio.
- Board is reviewing cost from \$2021 to determine if some cost should be considered capital.
- Board approved charges from Hawkins Inc. for Chlorine cylinders. A \$70.00 charge was in question and it appears Hawkins Inc. had not sent invoice.

Item 4: Document Storage:

- The Board has rented two security boxes at Resource Bank and will use the boxes to store key documents. Mike and Roger have the keys.

Board Meeting Date:

- **Next Meeting: Wednesday, April 6'th at 6:00 PM, A zoom meeting.**

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

March 3, 2022.

St. Tammany Parish Sewerage District No.1

April 6, 2022

Zoom Teleconference

Board Attendance, online:

Mike Franklin, Chairman..... PRESENT
Roger Kocken, Secretary..... PRESENT
Jesmin Basanti Finley, Treasurer... PRESENT
Pete Lee PRESENT
David Talmage..... PRESENT

Others in attendance

Jeff Beratoniere, Operator with Curtis Environmental

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- Pete Lee has fulfilled his duties on the board and wishes to retire from the board. The Board is very grateful for Pete's 25 plus years on the Board.

Item 2: Monthly Report from Curtis Environmental and operation issues.

- New blower motor for treatment plant is in. Installation of upgraded electrical and new motor should occur in April.
- Manhole 81 overflow on March 28 due to no electrical power reaching lift station #3. Cleco replace fuse on pole and restored power.
- New house at 108 Tchefuncte will need to be tied into system. The tie-in will involve digging up part of the road. Estimated cost ~\$3,800.00, the homeowner will need to pay before the hook-up will be completed. No activity noticed and some concern homeowner may have tied into his service and not main sewer line.
- Lift Station #2; bad check valve. PSI has ordered replacement.
- No gate installed at lift station #4 (at golf course club house), need to be installed.
- Sewerage treatment plant shut off during bad weather, to avoid overflow.

Item 3: Financial:

- The Board reviewed the latest financial report. Will request Kathleen (CPA for the Board) to calculate new dept service ratio.
- Jesmin to contact Brian Huvel about fund requirements needed in new bank accounts
- All accounts at Citizens bank have been closed. Working to resolve a few stale checks.
- Board approved follow expenditures as capital investments for 2022.
 - Roto-Rooter #48520 for \$2,800.00, replace 15' sewer line at 154 Tchefuncte Dr.
 - Roto-Rooter #48906 for \$3,200.00, replaced broken line and added cleanout at 134 Fairway Dr.
- Board members will need to submit financial disclosure forms to state in the next month.
- New hook-up fee for house at 130 North was paid.

Item 4: Other items:

- MWPP (Municipal Water Pollution Prevention) form (date 3/1/2022) was approved and signed.

Board Meeting Date:

- **Next Meeting: Wednesday, May 4'th at 6:00 PM, A zoom meeting.**

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

April 9, 2022.

**St. Tammany Parish Sewerage District No.1
Board Meeting Minutes May 4, 2022
Teleconference (Covid-19 Emergency)**

Board Attendance, on line:

**Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT**

Others in Attendance, on line

**Jeff BeratoniereOperations
David Curtis... Curtis Environmental
Jeff Peters.... Future Board Member**

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- Pete Lee has resigned from the board and did not attend this meeting.
- Jeff Peters information will be submitted to the parish and he will replace Pete.

Item 2: Monthly Report from Curtis Environmental About Routine Issues

- Jeff Beratoniere and board reviewed operational and maintenance Issues.
- Service to 130 North was completed (tie-in for new home).
- Roto Rooter investigate old sink hole at 142 Tchefoncte, hole filled in.
- Roro Rooter to give estimate to repair leak along Golfers, main sewer line is over 10' below surface.
- New Motor for blower at plant has not arrived. Waiting on motor installation to finish electrical work.
- Lift station #2, pump #2 had bad check valve; valve replaced. Current blower motor hook up to new electrical panel.
- Roof on shed at plant to be repaired ~\$450.

Item 3: Board reviewed Worksheet for Working Draft of Proposed Permit

- Mike Curtis updated board on details; recommended staying with current Cl/SO2 system
- Board approved yearly testing for Hg. Dave Curtis noted that it is highly unlikely that the plant has Hg in the effluent.

Item 4: Financial Review:

- Jesmin updated board on status of CD's at Hancock-Whitney and recommended moving the funds to a bank/account with better yield.
- No Audit to be performed this year, a financial review will be used in place of the audit. This will be less expensive than an audit.
- No expenditures to capitalized last month.

Item 5: Board Minutes.

- The Board approved the March Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for Wednesday June 1, 2022, at 6 p.m. Zoom login details will be the same as for this month.

The Sewer Board Website is <https://sewerdistrict1.com/> Meeting minutes and agendas are being posted on the web site.

**Roger Kocken, Board Secretary
St. Tammany Parish, Sewerage District No.1
May 9, 2022**

**St. Tammany Parish Sewerage District No.1
Board Meeting Minutes June 1, 2022
Teleconference (Covid-19 Emergency)**

Board Attendance, on line:

**Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT**

Others in Attendance, on line

**Jeff Beratoniere Operations
David Curtis... Curtis Environmental
Jeff Peters.... Future Board Member**

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- Jeff Peters (future board member) is waiting on final approval from the parish

Item 2: Monthly Report from Curtis Environmental About Routine Issues

- Jeff Beratoniere and board reviewed operational and maintenance Issues.
- No change. New Motor for blower at plant has not arrived. Waiting on motor installation to finish electrical work.
- The Board approved the sewer line repair at 157 Bertel. Area has large sink holes; fill will be needed. Access to the area is complicated by trees and brush which will need to be removed. Multiple utilities are in the repair are; including main water line, telephone, homeowner irrigation and lighting.
- Manhole on North will need to be repaired. Roto-Rooter to provide cost estimate and determine extent of repairs.
- Sewerage treatment plant. Recent heavy rain events have cause overflows at the plant. A wall at the effluent chamber may need to be raised to help stop the overflows. An engineering assessment will need to be completed prior to the proposed project.
- Additional testing requirements are likely in the near future.
- A metal screen at the plant needs to be replaced. Cost estimate in next month.

Item 4: Financial Review:

- Board approved moving low yielding CD's to Resource Bank for higher yields and better access.
- Audit of Sewer District's finances is in progress.
- No expenditures to capitalized last month.

Item 5: Board Minutes.

- The Board approved the March Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for Wednesday July 13, 2022, at 6 p.m. Zoom login details will be the same as for this month.

The Sewer Board Website is <https://sewerdistrict1.com/> Meeting minutes and agendas are being posted on the web site.

**Roger Kocken, Board Secretary
St. Tammany Parish, Sewerage District No.1
June 2, 2022**

St. Tammany Parish Sewerage District No.1
Board Meeting Minutes July 13, 2022
Teleconference (Covid-19 Emergency)

Board Attendance, on line:

Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT
Jeff Peters.....PRESENT

Others in Attendance, on line

Jeff Beratoniere Operations
David Curtis... Curtis Environmental

Stephen Millet and Tera Millet, Home Owners at 223 Tchefuncte Drive

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- *Jeff Peters has been approved by the parish and is now a member of the Sewer Board.*

Item 2: Monthly Report from Curtis Environmental About Routine Issues

- Jeff Beratoniere and board reviewed operational and maintenance Issues.
- No change. New Motor for blower at plant has not arrived. Waiting on motor installation to finish electrical work.
- The metal screen at the headworks at the plant needs to be replaced with a screen that is easier to clean. Cost estimate in next month. PSI can fabricate the screen.
- The board is reviewing the proposal to raise the effluent wall by 12-24". An engineering report/review will be needed.
- SO2 injection. Based on current regulations the sewer treatment will need to add SO2 injection at the effluent discharge point. This will need to be completed in 2-3 years and will require injection equipment, a shed to store the tanks and additional engineering/materials/equipment.
- DEQ inspection on June 10, 2022. Waiting on written report.

Item 3: Private lift station at 223 Tchefuncte Drive

- The private lift station at 223 Tchefuncte Drive required intervention to remove non-disposable wipes. The wipes appeared to cause the lift station to stop working.
- The home owners' express concerns about the process for getting the lift station back on-line, general condition of the lift station, notifications to the homeowner, vendor access and cost.
- Neither the Sewer Board or the homeowners have a legal document concerning the lift station.
 - The Sewer Board will try to locate legal document(s) concerning ownership and financial responsibilities for the private lift station.

Item 4: Rezoning of lot on Azelea drive.

- The land owner wished to convert the zoning from residential to commercial. Mike represented the Board at the meeting and the request was denied.

Item 5: Financial Review:

- Board approved moving low yielding CD's to Resource Bank for higher yields and better access.
- Audit of Sewer District's finances is in progress and should be complete in July.
- Capitalized expenditures last month.
 - Roto-Rooter repair at 157 Bertel, replaced old broken sewer line with new line.
 - Dirty works cost to bring in fill to protect the new sewer line.

- No new financial reports were available.

Item 6: Preventing Sexual harassment training

- Board member may be required to take this State training. Roger will investigate.

Item 6: Board Minutes.

- The Board approved the June Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for Wednesday August 10, 2022, at 6 p.m. Zoom login details will be the same as for this month.

The Sewer Board Website is <https://sewerdistrict1.com/> Meeting minutes and agendas are being posted on the web site.

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

June 21, 2022

St. Tammany Parish Sewerage District No.1
Board Meeting Minutes August 10, 2022
Teleconference

Board Attendance, on line:

Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT
Jeff Peters.....PRESENT

Others in Attendance, on line

Jeff Beratoniere Operations

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.

Item 2: Monthly Report from Curtis Environmental About Routine Issues

- Jeff Beratoniere and board reviewed operational and maintenance Issues.
 - Several repairs to the treatment plant. Lift stations #1 & #2 need new check valves (on back order).
 - Manhole #87 will need repair. Surface water is infiltrating into the system at the base of the manhole.
- No change. New Motor for blower at plant has not arrived.
- Electrical contractor has not responded to request for updates. Sewer Board may look for a new contractor if current contractor does not respond in the near future.
- Board will seek input for David Curtis on future SO2 injection Requirements. Based on current regulations the sewer treatment will need to add SO2 injection at the effluent discharge point. This will need to be completed in 2-3 years and will require injection equipment, a shed to store the tanks and additional engineering/materials/equipment.

Item 3: Private lift station at 223 Tchefuncte Drive

- The Sewer Board has not been able to locate legal document(s) concerning ownership and financial responsibilities for the private lift station. Search will continue.

Item 4: Financial Review:

- Board approved moving the funds from CDs held at Hancock Whitney Bank to Resource Bank. This will occur as the Hancock Whitney CDs mature.
- Audit of Sewer District's finances is in final review.
- Based on preliminary financial data from the year 2021, the board may be required to raise rates later this year.
- Board reviewed latest financial report.

Item 6: Preventing Sexual harassment training

- Roger has taken the State required Preventing Sexual Harassment Training. A thumb drive contains the required training and is available to the board members.

Item 6: Board Minutes.

- The Board approved the July Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for Wednesday Sept 21, 2022, at 6 p.m. Zoom login details will be the same as for this month.

The Sewer Board Website is <https://sewerdistrict1.com/> Meeting minutes and agendas are being posted on the web site.

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

Aug 10, 2022

SEPTEMBER Meeting was cancelled.

St. Tammany Parish Sewerage District No.1
Board Meeting Minutes October 5, 2022
Teleconference and in person meeting

Board Attendance

Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT
Jeff Peters.....PRESENT

Others in Attendance, on line

Jeff Beratoniere Operations
David Curtis.....Curtis Environmental

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.
- The September board meeting was cancelled due to numerous conflicts.

Item 2: Monthly Report from Curtis Environmental About Routine Issues

- Jeff Beratoniere and board reviewed operational and maintenance Issues.
 - 126 Bertel sewer backup.
 - Lift station #3 needs new belts, waiting on PSI repair.
 - Lift station 1 and 2 need new check valves.
 - North clarifier needs gearbox work.
 - Manhole #87 will need repair. Surface water is infiltrating into the system at the base of the manhole.
- No change. New Motor for blower at plant has not arrived. Also waiting on check valves for treatment plant to arrive.
- **Board unanimously approved spending \$5,000.00 with Curtis Environmental to develop specifications and preliminary cost estimates for installation of a SO2 injection system.** Based on current regulations the sewer treatment will need to add SO2 injection at the effluent discharge point. This will need to be completed in 2-3 years and will require injection equipment, a shed to store the tanks and additional engineering/materials/equipment.
- **Board also unanimously approved spending \$7,500.00 with Curtis Environmental to design and develop specifications for raising the effluent wall at the treatment plant.**

Item 3: Private lift station at 223 Tchefuncte Drive

- The Sewer Board has not been able to locate legal document(s) concerning ownership and financial responsibilities for the private lift station. Search will continue.

Item 4: Financial Review:

- Audit of Sewer District's finances is in final review and appear accurate.
- Based on preliminary financial data from the year 2021, the board may be required to raise rates at the beginning of next year. The board will need to calculate the rate increase and implement the rate in 2023.
- Board reviewed latest financial report.

Item 6: Preventing Sexual harassment training

- Board members are working to complete the required training. Board will need to develop a policy.

Item 6: Board Minutes.

- The Board approved the August Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for Wednesday November 9, 2022, at 6 p.m.

The Sewer Board Website is <https://sewerdistrict1.com/> Meeting minutes and agendas are being posted on the web site.

Roger Kocken, Board Secretary
St. Tammany Parish, Sewerage District No.1
October 6, 2022

St. Tammany Parish Sewerage District No.1
Board Meeting Minutes, November 17, 2022
Teleconference Meeting

Board Attendance

Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT
Jeff Peters.....PRESENT

Others in Attendance, on line

David Curtis.....Curtis Environmental

Item 1: Board Minutes

- The teleconference was called to order by Chairman Mike Franklin.

Item 2: Monthly Report from Curtis Environmental About Routine Issues

- The board reviewed operational and maintenance Issues.
 - 120 South sewer hook-up.
 - Repaired service line a 154 Tchefuncte; repair within 15' of main sewer line.
 - Lift station 1 and 2 need new check valves.
 - North clarifier needs gearbox work.
 - Manhole #87 will need repair. Surface water is infiltrating into the system at the base of the manhole.
- No change. New Motor for blower at plant has not arrived
- Dixie Electrical is in process of providing a new cost estimate for electrical upgrade at the plant.
- Cost of future SO₂ is estimated at \$30,000.
- Cost to raise the effluent wall is \$80,000, this may require multiple bids. Cost could be higher because of several unknowns.
- Road repair at 108 Tchefuncte has not been completed, hole filled with dirt and not crushed rock.

Item 3: Private lift station at 223 Tchefuncte Drive

- The Sewer Board has spent \$2,814 to replace the pump motor. Cost to be capitalized. Board has not been able to locate legal document(s) concerning ownership and financial responsibilities for the private lift station. Search continuing.

Item 4: Potential Rate Increase and Financial Review:

- Initial calculations indicate the rate increase will likely be around \$5.00/month/customer and implement the rate in early 2023. The board agreed it would prefer to raise the rate and leave the rate constant for a few years.
- The rate increase is required to meet state regulations.
- Board will review, how to publicize the rate increase and if a public comment period is necessary.

Item 5: Auditor

- Sewer Board is coordinating with the Water District#3 and Sewer District #4 to find a new auditor. Board hopes to have this resolved by first quarter of 2023.

Item 6: Preventing Sexual harassment training

- Three of the five Board members have completed the required training. Board is reviewing a proposed policy.

Item 7: Board Minutes.

- The Board approved the October Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for December 15, 2022, at 6 p.m.

The Sewer Board Website

- Meeting minutes and agendas are being posted on the web site.

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

November 22, 2022

St. Tammany Parish Sewerage District No.1
Board Meeting Minutes, December 15, 2022

Teleconference Meeting

Board Attendance

Mike Franklin, Chairman..... PRESENT
David Talmage.....PRESENT
Jesmin Basanti Finley, Treasurer...PRESENT
Roger Kocken, SecretaryPRESENT
Jeff Peters.....PRESENT

Others in Attendance, on line

David Curtis.....Curtis Environmental
Briton Richardson.....Future Board Member
Katie Kirzner.....home owner

Item 1: Opening and Board member issues

- The teleconference was called to order by Chairman Mike Franklin.
- David Talmage informed the Board he will be resigning in a few months
- Briton Richardson wishes to join the Board.

Item 2: Monthly Report activity concerning Treatment Plant and system.

- Manhole #86 & #42 need repair. Surface water is infiltrating into the system at the base of the manhole.
- New Motor for blower is in; waiting on electrical upgrade and gearbox repair before installing.
- Dixie Electrical bid of \$7,560.00 to upgrade the electrical was approved. Location of exterior fuse box location needs to be resolved
- Road repair at 108 Tchefuncte has not been completed, in progress.
- Sinkholes behind 111-115 Pine. Approximately 30' of main sewer line and connections need to be replaced, cost estimate was requested.

Item 3: Sewer connection at 120 South.

- Katie Kirzner (121 South) expressed concerns over the state of the ditch in her front yard. Board agreed to have the area graded and seeded.

Item 4: Private lift station at 223 Tchefuncte Drive

- Board has looked but not been able to locate legal document(s) concerning ownership and financial responsibilities for the private lift station. Search continuing.

Item 5: Potential Rate Increase and Financial Review:

- Based on financial review and upcoming projects the rate increase will need to be between \$5.00 - \$10.00 per month and customer. Likely implemented in early 2023.
- The rate increase will need to be coordinated with the water district. (rate increase and mass mailing).
- The board will need to send out a letter to all costumers informing them of the rate increase. This would need to be sent out 30-60 days prior to the rate increase. Board will look for a company to handle the mailing.
- The Board tentatively approved a \$5.00/month late fee.

Item 5: Auditor

- Sewer Board is coordinating with the Water District#3 and Sewer District #4 to find a new auditor, five companies are being considered.

Item 6: Preventing Sexual harassment training

- Four of the five Board members have completed the required training. Board has approved a policy; pending addition of statue numbers.

Item 7: Board Minutes.

- The Board approved the November Board minutes.

Item_10: Next Board Meeting Date

- The next teleconference for St. Tammany Sewerage District No.1 is scheduled for Jan. 4, 2022, at 6 p.m.

The Sewer Board Website

- Meeting minutes and agendas are being posted on the web site.

Roger Kocken, Board Secretary

St. Tammany Parish, Sewerage District No.1

December 17, 2022