## March 25, 2013

A special meeting of the Board of Commissioners of the Bayou Lafourche Fresh Water District was held on Monday, March 25, 2013 at 4:00 p.m. at the Water District office, 1016 St. Mary Street, Thibodaux, LA

Present were:	Hugh Caffery, Chairman	Larry Dugas
	Gene Harrell, Vice-Chairman	Jake Giardina
	Gregory Nolan, Secretary/Treasurer	Francis Richard
	Ron Animashaun	
Absent:	Windell Curole	
Also present were: Barry Marionneaux, Attorney; Archie Chaisson, Jr.		
Michael Sobert, General Manager, Consolidated Waterworks District		
Bruno Deleo; Nick Porto; Jerry Waguespack; Robert Mire; Bobby Acosta		
	Euel Zeringue; David Lasseigne; Perry Blanchard; Jana Langley, Admin. Coord.	
	Ben Malbrough, Executive Director	

First on the agenda was Executive Session to discuss the double incumbency position and operations superintendent position. Mr. Archie Chaisson requested before the meeting that the double incumbency position and operations superintendent position be discussed in open meeting.

Chairman Caffery stated that we had \$20 million from the State in 2008 to do a large dredge project. The project was completed, and we held a summit to get in as much input as we could from those 300,000 customers. We developed a master plan from that summit, and a projects list of approximately \$95 million to be done in five years. He advised that we developed a job description of an executive director we felt could definitely carry out the plan.

Chairman Caffery stated that we advertised and received applications from almost sixty people. We now have an executive director that we felt met all those qualifications to do work far beyond of what we had done before. In addition, we kept our former director, Archie Chaisson, in a double incumbency position for a period of evaluation to see if perhaps there was some need for a supervisor position that would be a go between our new executive director and our current staff. The current executive director has recommended that we do not need that supervisor position. What we have here today is consideration of what we will offer our former director, Archie Chaisson, for separation from the District. His served the District with distinction.

Mr. Ben Malbrough stated that when he came on January 23 the first thing the Board had him do was to evaluate whether or not he felt an additional supervisor between himself and the staff would be required. After looking and thinking long and hard about it, he did make the recommendation and he didn't feel that a supervisory position between himself and the staff was required. It certainly wasn't an easy decision. He had told the Board that he came in with a very unbiased, open mind. Mr. Malbrough advised that Archie and he had many good discussions, and he is extremely appreciative for everything he has helped him with in the past two months. He is certainly in a position now that he knows much more than he would had known had Archie not been around.

Moved by Commissioner Ron Animashaun, seconded by Commission Francis Richard to open the discussion of the double incumbency position and operations superintendent position. Mr. Malbrough advised that through his evaluation he truly believes that we can become much more efficient if we remove the additional layer of authority between himself and the bayou crew. His plan with the bayou crew is to promote from within one of the existing bayou crew members to be a working foreman to be in the field. Mr. Robert Mire, who is the existing foreman on the bayou crew, will continue acting as the bayou foreman reporting directly to him. The pump station is pretty much operating that way today because Eric is the lead foreman at the pump station.

Mr. Malbrough stated that we are in the process of bringing on two new employees, one for the bayou crew and one for the pump station. We will find out something by the beginning of next week. We will reorganize our staff in a way that would make us much more efficient, run smoothly, and make an environment to where our people are happy to work here.

Commissioner Larry Dugas asked if that plan will involve any salary increase, and Mr. Malbrough answered not right now. Commissioner Dugas asked about in the future, and Mr. Malbrough answered it may if there is a substantial work load increase. Commissioner Dugas stated what his concern has been from way back is the amount we are spending, and no more income coming in at this time.

Mr. Malbrough advised that when the Board brought him on they made a substantial investment, and the Board is looking to him to take on not just the lobbying in Baton Rouge and potentially Washington, but he still has to maintain the day-to-day operations. Mr. Malbrough stated that he is comfortable that he can open up and take on more responsibilities, and that is why ultimately he doesn't feel the need for any additional supervisory position.

Chairman Caffery read the Resolution that Commissioner Ron Animashaun made a motion on and seconded by Commissioner Francis Richard regarding extending the double incumbency position for Archie Chaisson for a maximum of 90 days from April 23, 2013 or until the Chairman terminates the position. Also, Archie Chaisson, Jr. will immediately begin using his accrued annual leave. Archie Chaisson's employment with BLFWD shall end when the Chairman terminates his double incumbency position of Director or on July 22, 2013, whichever first occurs.

Commissioner Dugas stated that there is no date established. Chairman Caffery advised that July 22, 2013 is the date unless something else would occur that he doesn't foresee. Chairman Caffery stated that after his 90 day extension of double incumbency following April 23<sup>rd</sup>, Mr. Chaisson will get paid an additional 300 hours of accumulated annual leave per Civil Service Rules when his employment ends. Chairman Caffery stated that if Mr. Chaisson would get another state job prior to July 22<sup>nd</sup>, we would end the incumbency.

Mr. Barry Marionneaux advised only if Archie makes certain decisions or choices between now and July 22<sup>nd</sup> would his incumbency end. Chairman Caffery stated that it is in Archie's hands.

Commissioner Greg Nolan stated that he is not familiar with Civil Service procedures and he asked if the 90 days we are doing is common policy with Civil Service. Ms. Jana Langley stated that we have done this in the past with unclassified and classified employees, and it is in the Civil Service Rules that we can do that. Mr. Marionneaux stated that Jana had it right. Commissioner Nolan stated that his question was answered.

Chairman Caffery asked for any other comments or questions regarding the Resolution for the double incumbency extension granted to Archie Chaisson. There were no other comments. The Chairman asked for a vote on motion for the Resolution, which was as follows: <u>RESOLUTION ATTACHED</u>

Yeas: Greg Nolan, Hugh Caffery, Ron Animashaun, Jake Giardina, Francis Richard Nays: Larry Dugas, Gene Harrell Absent and Not Voting: Windell Curole Abstained: None

Mr. Ben Malbrough advised that part of our operations and maintenance plan from the Phase 1 dredge project requires us to maintain the sediment trap south of the railroad tracks in Donaldsonville. Archie did some preliminary testing and based on the results there is some sediment deposits taking place. Mr. Malbrough stated that Hugh and he had discussed hiring a surveyor to go out and do professional surveys of the areas to give us an idea of how much sediment needs to be removed. We are going to be responsible for moving that sediment. In addition to surveying the sediment trap, there are some areas along the right-of-way of the railroad that we would like to survey.

Mr. Malbrough advised that the bids that were due for the culvert cleaning project were due last Friday. He made an attempt to contact Union Pacific this morning to no avail, and will continue to follow up with them. This is critical because the box culvert on the eastern edge of the bayou and on the southern and northern side is completely silted in so that whole area would have to be cleaned out. Union Pacific's project is only going to come up to their right-of-way.

Mr. Malbrough stated that we can also get some real-time existing cross sections that they are having some problems with so we can go back and compare it to the as-built surveys which were done immediately following construction.

Mr. Malbrough advised that the Resolution is to authorize Chairman Caffery and himself to negotiate and execute a time and materials contract with Acadia Land Surveying in Thibodaux to do the survey of the sediment trap as well as other adjacent areas.

A discussion was held regarding the cost of the survey, and Mr. Malbrough stated that he will figure a scope of work. Mr. Malbrough gave an estimated cost of \$10k to \$15k range to have it all surveyed. Mr. Malbrough stated this is something we have to do as per our operations and maintenance plan in our intergovernmental agreement with CPRA in Phase 1.

Vice-Chairman Gene Harrell requested that Mr. Malbrough look at the drainage ditch on the Hwy. 1 side of the railroad trestle that leads from Hwy. 1 to the bayou between the tracks and where that cigar place used to be. Vice-Chairman Harrell stated that whenever there is a lot of rain, the road floods because it can't get off the road into the bayou. He and Mr. Dugas have talked to the parish about doing something about this, and they say it is the railroad's.

Moved by Commissioner Jake Giardina, seconded by Commissioner Francis Richard and unanimously approved to adopt the Resolution authorizing Ben Malbrough, Executive Director, and Hugh Caffery, Chairman, to negotiate and execute a contract with Acadia Land Surveying to survey the sediment trap in Bayou Lafourche, and other adjacent areas. <u>RESOLUTION ATTACHED</u>

Commissioner Jake Giardina asked if the contractor in Phase 1 had to clean up to the culvert, including the mouth and/or exit of the culverts. Mr. Malbrough answered that the excavation of the culverts for Phase 1 stopped at the railroad right-of-way. Commissioner Giardina stated if you don't clean out to the mouth of it and don't clean out the exit of it, you don't get water through the culvert.

Commissioner Jake Giardina stated that hindsight is so much better than foresight. The contractor ran into some problem with a sewer line and then they moved down to the far end and started to dredge back. We all agreed to it not realizing that if there is not enough money we are going to end up with a plug in the bayou, which is what we have. This is the problems we have to face going forward so we have to question everything. Commissioner Giardina advised that if any Board member in the future can use this as hindsight to lead us into foresight to question anything they may see that may be questionable.

Commissioner Larry Dugas stated that when they were in that area he questioned that night when we had the meeting why they were going to that certain area, and not cleaning out that drainage ditch that we talked about. Commissioner Dugas stated that CH2MHill told us every time we asked to wait until the project is completed.

Mr. Jerry Waguespack asked if it would be possible to get a company to take out that sand and give it to the job. Commissioner Giardina stated give the spoil to the contractor if he cleans it for nothing.

Mr. Michael Sobert, General Manager for Consolidated Waterworks District, advised that they have been out informing their citizens of Terrebonne Parish of the May 4<sup>th</sup> election to vote to allow Terrebonne Parish to join the Bayou Lafourche Fresh Water District. Chairman Caffery wished him all the best efforts, and to let us know if we can help.

Moved by Commissioner Jake Giardina, seconded by Commissioner Larry Dugas and unanimously approved the meeting adjourned at 5:05 p.m.

Hugh Caffery, Chairman