

# **Lafayette Parish Waterworks District North**

**307 Rue Scholastique Road  
Lafayette, Louisiana 70507  
Monday, December 23, 2024  
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 23, 2024, 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, Brad Racca, Terry Fabre, Robert Marceaux, Randal Hebert and Jared Richard.

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

Toby Domingue and Martin Mouton.

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

Byron Guillory, Chief Admin. Officer/Legal Counsel  
Bill Neef, Neef Engineering (via telephone)  
Mary S. Dwyer, Administrative Assistant/Minutes Clerk

#### **Agenda Item No. 5:      **Adoption of Minutes of the Regular Board Meeting held on Thursday, November 21, 2024, and Saturday, December 14, 2024.****

A Motion was offered by Robert Marceaux, seconded by Brad Racca to adopt the Minutes of the Regular Board Meeting held on Thursday, November 21, 2024 and

\* These minutes will not become official until approved by the Board of Commissioners at its’ next regularly scheduled meeting

Saturday, December 14, 2024. 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 Randal Hebert to pay invoices for the month. The Motion was unanimously approved.

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

None.

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

- (a) Neef provided the Board with a copy of the Operations Budget through November 2024 with budget revisions and outlined same for the Board.

Neef provided the Board with a copy of the CIP Budget through November 2024 and outlined same for the Board.

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Neef recommend that the Board consider approving the 2024 budget with revisions.

A Motion was offered by Jared Richard, seconded by Robert Marceaux, approving the 2024 budget with revisions. The Motion was unanimously approved.

- (b) Neef provided the Board with a copy of the 2025 Water Use Rate Study prepared by Neef. Neef outlined same for the Board.

Neef recommended that the Board consider approving the 2025 Water Use Rate Study proposing a rate increase for LPWDN.

A Motion was offered by Robert Marceaux, seconded by Randal Hebert, approving the approving the 2025 Water Use Rate Study proposed by Neef which includes a rate increase for LPWDN. The Motion was unanimously approved.

- (c) Neef provided the Board with a proposed 2025 Budget

Neef provided the Board with a copy of the proposed Operations Budget for 2025 and outlined same for the Board.

Neef provided the Board with a copy of the proposed CIP Budget for 2025 and outlined same for the Board.

Neef recommend that the Board consider approving the proposed Operations Budget for 2025 and the proposed CIP Budget for 2025.

A Motion was offered by Paul Champagne, seconded by Jared Richard, approving the Operations Budget for 2025 and the CIP Budget for 2025. The Motion was unanimously approved.

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

Guillory recommended that the Board consider a \$1.00 per hour pay increase for Kevin Scanlan which would take effect on the next pay period.

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A Motion was offered by Robert Marceaux, seconded by Terry Fabre, approving a \$1.00 per hour pay increase for Kevin Scanlan which is to take effect on the next pay period. The Motion was unanimously approved.

Guillory informed the Board that Guillory and Neef participated in a conference with the ARPA authorities out of Baton Rouge. The ARPA authorities informed Guillory and Neef that the State requires that it hire its own engineer to approve LPWDN's rates. Neef further informed the Board that the ARPA authorities performed an abbreviated rate study for the next ten years and recommended that LPWDN consider following same. Neef informed the ARPA authorities that he performs a detailed rate study every year for LPWDN and does not project over a ten-year period because the further you project into the future the less accurate the study is. If LPWDN does not do an annual rate study, then it will consider increasing its rates by the increase in the CPI for the previous year.

There being no further business, President, Preston Bernard, declared that the Lafayette Parish Waterworks District North meeting of December 23, 2024, be adjourned.

The foregoing is an accurate and true representation of the Minutes of the Lafayette Parish Waterworks District North meeting of December 23, 2024.

*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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