

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF TANGIPAHOA WATER DISTRICT OF JUNE 16, 2025

The Board of Commissioners of the Tangipahoa Water District met in Regular Session on the 16th day of June 2025 at the District Office at 46481 N. Morrison Boulevard, Hammond, La. The meeting was called to order at 4:00 P.M. by Commissioner Larry Byers. Present –Bruce Bordelon, Randal Pfister, Charlie Harrison, Larry Byers, John S. Wilde, and Marlon Milton. Absent- Tommy Levatino & Jeremiah Davis. Also present was Mr. Patrick Coudrain- Legal Counsel and Mr. Mitch Roniger- Engineer. The invocation was led by Commissioner Randal Pfister followed by the Pledge of Allegiance led by Commissioner Bruce Bordelon.

GUESTS AND COMMENTS: None

APPROVAL OF MINUTES OF REGULAR MEETING DATED JUNE 2, 2025- A motion was made by Mr. Wilde and seconded by Mr. Bordelon to adopt the minutes of the regular meeting dated June 2, 2025, and that they be dispensed and published in the Official Journal. Roll-call vote was as follows:

YEAS: 6 (Bordelon, Pfister, Harrison, Byers, Wilde, Milton)

NAYS: None

ABSENT: 2 (Levatino, Davis)

ABSTAIN: None

NOT VOTING: None

PUBLIC INPUT - ANYONE WISHING TO ADDRESS AGENDA ITEMS – None

NEW BUSINESS –

A. APPROVE CHECK REGISTER FOR MAY 2025 (O & M Account)- Motion was made by Mr. Wilde and seconded by Mr. Pfister to approve the check register for May as presented. Roll call vote was as follows:

YEAS: 6 (Bordelon, Pfister, Harrison, Byers, Wilde, Milton)

NAYS: None

ABSENT: 2 (Levatino, Davis)

ABSTAIN: None

NOT VOTING: None

TABLED ITEMS –

A. DISCUSS AND APPROVE CHANGES TO THE VACATION LEAVE POLICY- The proposed amendment to the TWD vacation leave policy was presented as follows:

6.3 Vacation Days

1. Paid vacation time is earned from the day you are hired.
 - a. Full time employees will receive five days (40 hours) paid vacation after the first year of employment.
 - b. Full time employees will receive ten days (80 hours) paid vacation after two years of employment.
 - c. Full time employees will receive fifteen days (120 hours) paid vacation after ten years of employment.
 - d. Paid vacation time does not apply to temporary or part-time employees.
2. Accrual of leave for vacation purposes occurs on the anniversary hire date of the employee.
3. The employee must take all vacation time by the next anniversary date.
4. In the scheduling of vacation, seniority will be considered when conflicts arise.
5. For employees with less than ten years of employment, all unused vacation time is lost if not used, with no accumulation.
6. For employees with ten or more years of employment, as of their anniversary date, said employees shall receive a payout of up to five days (40 hours) of unused vacation time with any additional vacation time lost if not used, with no accumulation. In the event of a payout for unused vacation time, the payout will be made to the employee within the month following their anniversary date.
7. Vacation time requests must be submitted in writing to the employee's supervisor in advance.
 - a. The supervisor shall determine if the employee has vacation time accrued prior to approving the request.

****Any request for use of vacation time that is not available on the date to be used shall be denied. Vacation time is not accrued until the employee anniversary date.

- b. The Executive Director shall have the authority to approve use of vacation time prior to accrual in special circumstances provided that:
 - i. the special circumstances are provided in writing on the vacation request form;
 - ii. a note is made on the vacation form explaining how many hours are being used and that the hours will be deducted from the employees next accrual; and
 - iii. the employee signs acknowledging the vacation time will be deducted from their next accrual.

Motion was made by Mr. Bordelon and seconded by Mr. Harrison to approve changes to the vacation leave policy as presented. Roll call vote was as follows:

YEAS: 6 (Bordelon, Pfister, Harrison, Byers, Wilde, Milton)

NAYS: None

ABSENT: 2 (Levatino, Davis)

ABSTAIN: None

NOT VOTING: None

B. DISCUSS AND APPROVE ONE TIME PAYMENT OF EXCESS UNUSED VACATION LEAVE- Motion was made by Mr. Wilde and seconded by Mr. Bordelon to approve the one time payment of any excess unused vacation leave as of June

22, 2025 at the employee's current rate of pay. Roll call vote was as follows:
YEAS: 6 (Bordelon, Pfiester, Harrison, Byers, Wilde, Milton)
NAYS: None
ABSENT: 2 (Levatino, Davis)
ABSTAIN: None
NOT VOTING: None

OLD BUSINESS-

Mr. Roniger gave brief updates on the following projects:

A. SYSTEM IMPROVEMENTS FYR 2021

A1. NEW WELL AND TANK ON HWY 40 WEST- No action taken.

B. SYSTEM IMPROVEMENTS FYR 2023

B1. BOOKER ELEVATED TANK- No action taken.

C. EASTERN HEIGHTS- No action taken.

D. ADMIN BUILDING CONSTRUCTION- Motion was made by Mr. Wilde and seconded by Mr. Bordelon to approve payment of pay request no. 8 in the amount of \$63,941.06 and pay request no. 9 (final) in the amount of \$63,220.96 by McLin Construction. Roll call vote was as follows:

YEAS: 8 (Bordelon, Pfiester, Harrison, Byers, Levatino, Wilde, Davis, Milton)
NAYS: None
ABSENT: None
ABSTAIN: None
NOT VOTING: None

COMMITTEE REPORTS- None

COMMISSIONERS PRIVILEGES -None


DIRECTOR'S REPORT -

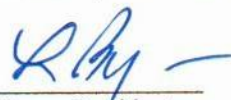
A. OPERATIONS- Mrs. Jones presented the customer count report for May. No action taken.

B. FINANCIALS- Mrs. Jones presented the financial reports for May. No action taken.

With no further business appearing, on motion by Mr. Wilde and seconded by Mr. Bordelon, Commissioners of the Tangipahoa Water District adjourned.

ATTEST:


Bruce Bordelon, Secretary
Tangipahoa Water District


Larry Byers, President
Tangipahoa Water District