



**TERREBONNE  
DOMESTIC  
WATER  
DISTRICT**

# Regular Public Board Meeting

November 14th, 2023

The Regular Public Board Meeting was **called to order** at 1800 hours on November 14th, with 4 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne and Debbi Wilhelm. Also present was District Manager Dan Bruce. One member of the public was present, Velda Aldous. No members of the public were present on Zoom.

**Agenda:** Eric presented the agenda to the board (see agenda).

**Minutes:** Minutes for the October public board meeting were reviewed by the board. (see minutes). Jim made a motion that the board accept the minutes as presented, seconded by Debbi. **VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea. Motion passed unanimously.

**Treasurer's Report:** The current financial report was reviewed by the board, (see report). Kevin reported \$36,932 in income, \$44,986 of expenses (including \$21,000 for new meters) and **-\$8,054** of net income for the month of October. Current accounts showed onhand funds of \$890,491. Jim asked Dan to look into the amount on the current P&L that shows the district is paying \$111.65 for Jennifer's insurance. This line item should be \$585.85 according to records. Kevin made a motion that the board accept the financial report and the checks as presented, seconded by Jim. **VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea. Motion passed unanimously.

**Chairman's Report:** Eric had nothing to report at this time.

**District Manager's Report:** Dan presented his report to the board. (see report)

**Meters:** Dan informed the board that he has now purchased all the meters required to complete all the homes needing upgraded meters. We are still in need of a few larger meters and those will be ordered when the others are all installed. The larger meters are more costly but the district still picks up this cost for customers.

**Audits:** Dan informed the board that he is now working with John, our bookkeeper, to prepare a new bid for a new auditor. The new bid will provide updated financial statements that may make the bid more attractive to bidders. There will be a cost to these statements and John will be getting the info for us. Because of our ongoing concerns about not being in compliance with the state on our financial reports, we will be forwarding these statements to the state.

**Business Discussed: Hwy 97 and 11th Street Project:** Dan informed the board that our attempt to have guaranteed cost numbers of the 11th Street project has been rejected by the federal DOJ. Dan felt that ODOT tried to push our concerns through but because the Feds must approve all contracts using federal funds they turned it down. At this point Dan has presented a new offer to ODOT in order to keep the project going. Dan asked ODOT to pay for 420 feet of pipe to move our northern crossing, thereby reducing our cost by about \$65,000. We also want to have an escape clause to use if we are unhappy with the accepted bid and we do not want to pay any money until we are happy with the bid numbers. The board is still deeply concerned about how we have been treated during this whole process. Jim questions if we may be better off completing our needed project rather than doing 11th Street at this time. Dan reminded the board that if we back out of this doing the 11th Street project now the cost will be much greater at a later date. The board agreed to move forward with ODOT and hold off on a final decision until the bid numbers are received in February.

**Board Meeting Recruitment:** After some discussion it was agreed that the board would delay making a decision on a new board member until the December meeting. Dan will send out reminders to all those that have shown interest and invite them to attend the December meeting.

**Other Business Discussed:** Jim informed the board that Jennifer, the district's second employee, had recently passed her first test for water operator level I. As we had talked during employee evaluations, Jennifer will be moved up one level on the employee pay scale after having passed this test. It is Dan's opinion that Jennifer has progressed well over the last year and it is his hope she will continue to grow in the future. Jennifer's next test will be taken in February of next year. Jim noted that "where more given, more is expected" so Dan will need to continue to challenge Jennifer to grow in her job.

**Next Regular Board Meeting:** December 12th, 2023 @ 1800 hours @ TDWD district office.

**Meeting Adjourned:** 1851 Hours

**Submitted By:** Jim Wilhelm  
**Secretary TDWD**

**Recorded Action Points**