

April 29, 2013

A special meeting of the Board of Commissioners of the Bayou Lafourche Fresh Water District was held on Monday, April 29, 2013 at 4:00 p.m. at the Water District office, 1016 St. Mary Street, Thibodaux, LA

Present were:	Hugh Caffery, Chairman	Larry Dugas
	Greg Nolan, Secretary/Treasurer	Jake Giardina
	Ron Animashaun	Francis Richard

Absent: Vice-Chairman Gene Harrell  
Windell Curole

Also present: Jimmy Ledet, T. Baker Smith; Jerry Waguespack  
Ben Malbrough, Executive Director; Jana Langley, Administrative Coordinator

Ben Malbrough, Executive Director, advised that they went back and forth with the State and T. Baker Smith several times for their input of comments and addressing of comments for the engineering contract for the Phase II dredge project. We are now at a point that we are all comfortable to execute the contract.

Moved by Commissioner Jake Giardina, seconded by Commissioner Ron Animashaun and unanimously approved to adopt the Resolution authorizing Chairman Hugh Caffery to execute the engineering contract relative to the Phase II Mississippi River Reintroduction into Bayou Lafourche, State Project No. BA-0161, dredge project. RESOLUTION ATTACHED

Mr. Malbrough stated that the next item on the agenda is the promotion of Jana Langley from Administrative Coordinator 4 to Administrative Assistant 5. Mr. Malbrough advised that Civil Service dictates the job description and the pay for each category. He stated that two months ago Hugh, Jana and he talked about what her actual job was, and it was way above and beyond her existing job description and coincidental pay grade. He advised that Hugh and he approved her to apply to Civil Service to be moved up to a higher category, and Civil Service approved the Administrative Assistant 5 job title. Mr. Malbrough advised that he is in agreement with it. The pay grade increase that Civil Service recommends is a minimum of seven percent up to a maximum of ten and one-half percent. Mr. Malbrough made a recommendation to give Jana a ten and one-half percent increase.

Mr. Malbrough advised that Jana and he had discussions about in the near future bringing on someone under her so that person can start learning the operation of the District. The transition will take quite a while to learn her day to day duties. This is not a transition that will take a few months.

Moved by Commissioner Larry Dugas, seconded by Commissioner Francis Richard to approve promoting Jana Langley from Administrative Coordinator 4 to Administrative Assistant 5 job title with a ten and one-half percent increase. Motion carried unanimously.

Jana Langley thanked everyone for the promotion and stated that she appreciates it.

Mr. Malbrough advised that a couple of weeks ago he stopped by a friend of his that runs the Iberville Parish Waterworks department. He stated that they were going through his whole intake system. They have it set up to where he basically looks at a computer at his desk, and he has the ability to monitor, shut on and off valves, and turn motors on and off.

Mr. Malbrough stated that he would like to look into the possibility of bringing the pump station up to a more automated operation so we would not need somebody sitting at the pump station twenty-four hours a day. We could change it over to an on-call kind of job at night. We can have someone there during the day to handle the grass cutting, painting, and general maintenance.

Chairman Caffery stated that it is not that expensive to get the monitoring. Mr. Malbrough stated that it is about \$125.00 per month for the monitoring. We would lease the equipment. They would hook it up, and if anything breaks they would come out and fix it. Commissioner Jake Giardina stated that the thought of doing it that way is absolutely excellent. Chairman Caffery advised that we can start on it and grow from there.

Commissioner Greg Nolan asked Ben if he is trying to unman the pump station, and Mr. Malbrough answered no he is not trying to unman it.

Chairman Caffery advised that we are looking into how to get away from Civil Service. It won't change our retirement benefits or our health/life insurance benefits.

Moved by Commissioner Larry Dugas, seconded by Commissioner Francis Richard and unanimously approved the meeting adjourned at 4:25 p.m.

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Hugh Caffery, Chairman

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Gregory Nolan, Secretary/Treasurer