

North Webster Parish Industrial District (NWPID)
Board of Directors (BOD)
Tuesday, February 22, 2022 – 5:30 PM
117 Loading Dock Drive, Cullen, LA 71021

Present: Randy Sexton, Jeff Harper, Craig Tripp, Gerald Holland, John Darryl Vercher and Terry Lewis

Others: Jason Wade (Attorney), Mike Dunaway (Water Superintendent) and Lisa Duggan (Staff)

Absent: Lamar Smith

Guests: None

Randy Sexton, Chairman called the meeting to order; Darryl Vercher led the Pledge of Allegiance and Gerald Holland offered the invocation.

Public Comment: None

Approval of Minutes: Darryl Vercher made a motion to approve the minutes as presented for the meetings held January 18, 2022; January 24, 2022; and February 8, 2022; second made by Gerald Holland. Motion carried unanimously.

February Claims Docket (Bills Payable): Gerald Holland made a motion to approve the February Claims Docket totaling \$1,299,069.45; second made by Craig Tripp. Motion carried unanimously.

January Financial Report: Gerald Holland made a motion to approve the January Financial statements consisting of the Balance Sheet, Profit & Loss current, and year to date; plus, review of the monthly budget for the same periods; second made by Darryl Vercher. Motion carried unanimously.

Old Business:

Wastewater Treatment Update: Mike Dunaway gave an update from Danny Hays with KSA. Mr. Hays requested Lisa Duggan to email him the original purchase documents from Pollution Control Systems, Inc. Mr. Hays told Mike Dunaway that he would be talking with the Contractor to document the history of how events transpired up to the point of removing the blowers for the warranty repair. Gerald Holland made a motion for Lisa Duggan to send the documentation to Mr. Hays and to ask him to attend NWPID's March 21st meeting with a plan in place to get the wastewater treatment plant up and running; second made by Terry Lewis. Motion carried unanimously.

Signature Approval for Lease Renewal Sawmill Supplies & Equipment: Jeff Harper made a motion approving Randy Sexton, Chairman to sign the one-year lease with Sawmill Supplies & Equipment; second made by Darryl Vercher. Motion carried unanimously.

Front Door Lock & Camera: Darryl Vercher made a motion to accept a quote by Loksafes Services Inc. to install cameras at the front and back doors along with a keypad lock on the front door with remote release features; second was made by Gerald Holland. Motion carried unanimously.

New Business:

Ethics Training & Tier 2.1 Personal Financial Disclosure Statement: Randy Sexton reminded the Board Members to do their online Ethics Training for 2022 and file their Tier 2.1 Personal Financial Disclosure Statement by May 15th with the Louisiana Board of Ethics.

Outstanding Accounts: There were two outstanding water/sewer accounts totaling \$306.03 and one outstanding account for rent in the amount of \$650 from 2017. After a lengthy discussion, Jeff Harper made a motion to write off the three outstanding accounts receivable accounts totaling \$956.03; second was made by Gerald Holland. Jeff Harper also made a motion for Lisa Duggan to draft a Security Deposit Policy in which NWPID will collect a \$150 water/sewer deposit and will require new park tenants to furnish a copy of their lease agreement; second was made by Gerald Holland. Motion carried unanimously.

Signature Approval – Teijin EDAP Grant Award: Once the Teijin EDAP Contract has been reviewed and approved by Attorney Jason Wade, Gerald Holland made a motion giving Chairman, Randy Sexton authority to sign the EDAP Contract; second made by Terry Lewis. Motion carried unanimously.

E. I. Williams Letter: A formal notice was sent to E. I. Williams Industries demanding repayment in the amount of \$47,322.18. No response was received from E. I. Williams Industries by the designated time of February 22nd at 5:00 PM. Darryl Vercher made a motion to go into executive session to discuss the letter sent to E. I. Williams Industries; second by Craig Tripp. Motion carried unanimously. Gerald Holland made a motion to return into regular session; second by Darryl Vercher. Motion carried unanimously. Jeff Harper made a motion for our Attorney to ask advice from the State Attorney General on how to proceed with our demand letter to E. I. Williams Industries; second by Darryl Vercher. Motion carried unanimously.

This concluded the meeting. Gerald Holland made a motion to adjourn the meeting; second by Jeff Harper. No discussion followed and motion carried unanimously.

Respectfully Submitted by: Lisa Duggan, District Manager

Approved by: Gerald Holland, Secretary