

**North Webster Parish Industrial District (NWPID)**  
**Board of Directors (BOD)**  
**Monday, March 21, 2022 – 5:30 PM**  
**117 Loading Dock Drive, Cullen, LA 71021**

**Present:** Randy Sexton, Jeff Harper, Craig Tripp, and John Darryl Vercher

**Others:** Jason Wade (Attorney) and Lisa Duggan (Staff)

**Absent:** Lamar Smith, Terry Lewis, Gerald Holland (via phone) and Mike Dunaway (Water Superintendent)

**Guests:** Kristine Cole (Wise, Martin & Cole LLC) and Danny Hays (KSA Engineers, Inc.)

Randy Sexton, Chairman called the meeting to order; Craig Tripp led the Pledge of Allegiance and Jeff Harper offered the invocation.

**Public Comment:** None

**Approval of Minutes:** Jeff Harper made a motion to approve the minutes as presented for the meeting held February 22, 2022; second made by Craig Tripp. Motion carried unanimously.

**March Claims Docket (Bills Payable):** Jeff Harper made a motion to approve the March Claims Docket totaling \$78,122.14; second made by Darryl Vercher. Motion carried unanimously.

**February Financial Report:** Darryl Vercher made a motion to approve the February 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 Craig Tripp. Motion carried unanimously.

**Audit Report for 6.30.21:** Kristine Cole of Wise, Martin & Cole presented the 6.30.21 Audit to the Board Members. Jeff Harper made a motion to approve the 6.30.21 Audit; second made by Craig Tripp. Motion carried unanimously.

**Old Business:**

**Wastewater Treatment Update:** Danny Hays of KSA Engineers came to talk to the Board about what he found on the wastewater treatment research he performed. Mr. Hays talked to Pollution Control Systems, Inc. which is the manufacturer of the wastewater treatment plant. There was an electrical issue, which was an electrical junction box in the plant which was installed according to specs. It will need to be moved due to an electrical code issue. Mr. Hays said the manufacturer should be responsible for fixing this electrical issue. NWPID's original contract included a cost for demolition of the old wastewater treatment plant. Mr. Hays suggested NWPID might want to consider not demolishing the old plant, in case needed in the future. Mr. Hays told the Board that factory startup services can be secured under a separate contract, and it can provide a technician to come out and assist with startup and training for the plant. Mr. Hays will speak to PCS and get details on a training contract. Mr. Hays will also get a better breakdown of \$9,600 charged for shipping and installation of the blowers incurred under warranty. The contract states the warranty will start the date of shipment. Due to the warranty failure the first couple of weeks of operation, Mr. Hays will talk to PCS about the warranty, and he is hopeful that there is room to negotiate with PCS.

**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 15<sup>th</sup> with the Louisiana Board of Ethics.

**New Business:**

**Chamber Banquet:** Jeff Harper made a motion for NWPID to sponsor two tables at the Chamber of Commerce Banquet on April 14<sup>th</sup> for \$750; second made by Darryl Vercher. Motion carried unanimously.

**Water Security Deposit Agreement:** Craig Tripp made a motion to table the Water Security Deposit Agreement and Water Policy until the April 2022 Board meeting; second made by Jeff Harper. Motion carried unanimously.

**Teijin Lease Exception:** NWPID January 2022 new lease with Teijin is based on the number of full-time, permanent employees at Teijin. With the expansion still in process, some of Teijin's employees had not been moved over from a temporary position to a permanent position on Teijin's payroll. NWPID Board decided that due to the circumstances they would allow Teijin this one-time exception to the lease. The 185 required employees are based off the two current leases between NWPID and Teijin. Darryl Vercher made a motion to grant Teijin a one-time exception to their lease to use their temp service employee records to help make up the 185 employees needed for the 1<sup>st</sup> quarter performance lease numbers; second made by Craig Tripp. Motion carried unanimously.

**E. I. Williams Letter:** A letter was received from E. I. Williams Legal Firm, Kean Miller, LLP on February 23, 2022, the day after the February Board meeting. Darryl Vercher made a motion to go into executive session to discuss this letter and E. I. Williams Industries; second made by Craig Tripp. Motion carried unanimously. Jeff Harper made a motion to return into regular session; second made by Craig Tripp. Motion carried unanimously. Darryl Vercher made a motion for NWPID's Attorney, Jason Wade to write a rebuttal letter to Kean Miller, LLP; second made by Craig Tripp. Motion carried unanimously.

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

Respectfully Submitted by: Lisa Duggan, District Manager

Approved by: Gerald Holland, Secretary