

North Webster Parish Industrial District (NWPID)
Board of Directors (BOD)
Monday, April 18, 2022 – 5:30 PM
117 Loading Dock Drive, Cullen, LA 71021

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

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

Absent: None

Guests: Danny Hays (KSA Engineers, Inc.) via telephone

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

Public Comment: None

Approval of Minutes: Gerald Holland made a motion to approve the minutes as presented for the meeting held March 21, 2022; second made by Jeff Harper. Motion carried unanimously.

April Claims Docket (Bills Payable): Darryl Vercher made a motion to approve the April Claims Docket totaling \$16,951.43; second made by Terry Lewis. Motion carried unanimously.

March Financial Report: Craig Tripp made a motion to approve the March 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 Lamar Smith. Motion carried unanimously.

Old Business:

Wastewater Treatment Update: Danny Hays of KSA Engineers talk to the Board via telephone. Mr. Hays presented the Board with an updated factory startup service price to be secured under a separate contract from N. D. Pond LLC for \$6,050.00. It would provide a technician to come out and assist with startup and training for the plant. Mr. Hays committed to talk to PCS about the warranty on the wastewater treatment plant; get a better breakdown of the \$9,600 charged for shipping and installation; and to check on the installation of the electrical box. Mr. Hays will update Lisa Duggan with any information weekly. The Board decided there will be no training scheduled until all other wastewater treatment plant issues are resolved.

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. Mr. Sexton also reminded the Board to take their sexual harassment online course and to submit both course certificates to the NWPID office.

Water Security Deposit Agreement: Lisa Duggan present the Board with a new Water Security Deposit Agreement and Water Policy. Jeff Harper made a motion to accept the Water Security Deposit Agreement and Water Policy; second made by Craig Tripp. Motion carried unanimously.

New Business:

Integrigo: Lisa Duggan discussed with the Board about Integrigo's lease which states that Integrigo shall maintain at least fifty-five (55) full time permanent jobs. Integrigo will be in default for failure to comply with the jobs requirements unless Lessee fails to meet 75% of the job's requirements for 180 consecutive days,

and Lessee fails to cure such failure within 90 days following such 180-day period (such failure being a “Job Default”). In the event of a Jobs Default, Lessor shall have the right to terminate the lease. NWPID is required to review the lease and Integrico would be in “Job Default” on March 31, 2022, if their employee numbers did not increase to lease requirements. Integrico’s rent payments are current and the Board decided no action would be taken at this time.

Internal Policies: Lisa Duggan present six internal policies to the Board for approval. Gerald Holland made a motion to approve the following six internal policies: Ethics Policies and Procedures; Fraud, Waste and Abuse Policy; Sexual Harassment Policies and Procedures; Receipts and Collection Policies; Budget Policy and Procedures; and Investment Policy; second made by Jeff Harper. Motion carried unanimously.

Timber: Bryant Walker of Walker Logging LLC came in to the NWPID office inquiring about cutting timber on land owned by NWPID. Lamar Smith suggested that NWPID have the timber cruised by Danny Vaughn to get an estimate on how much timber is on the land. Jeff Harper made a motion to contact Danny Vaughn to cruise the property located west of Hwy 371 across from B & R Drive; second was made by Gerald Holland. Motion carried unanimously.

Resolution for Attorney General: The following resolution was passed at the North Webster Parish Industrial District Regular Board of Directors meeting held at 117 Loading Dock Drive, Cullen, Louisiana. The meeting was held on Monday, April 18, 2022, at 5:30 PM.

John Darryl Vercher made the motion to accept the resolution. Craig Tripp seconded the proposed Resolution. The Resolution passed unanimously by show of hands.

Resolution

The North Webster Parish Industrial District (NWPID) hereby authorizes their legal counsel, Mr. Jason Wade to request an Attorney General’s Opinion on behalf of NWPID in the matter concerning E. I. Williams Industries Inc. Mr. Wade’s law firm is listed below:

McConnell & Slattery, Jason Wade, Attorney, P. O. Box 887, 121 South Main Street, Springhill, LA 71075

Signed by: Randy Sexton, Chairman

E. I. Williams: Gerald Holland made a motion to go into executive session to discuss E. I. Williams Industries and Employee Compensation; second made by Terry Lewis. Motion carried unanimously. Darry Vercher made a motion to return into regular session; second made by Craig Tripp. Motion carried unanimously.

Employee Compensation: Jeff Harper made a motion to pay the Park Manager, Lisa Duggan \$700.00 per month toward health insurance; second made by Gerald Holland. Motion carried unanimously.

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

Respectfully Submitted by: Lisa Duggan, District Manager

Approved by: Gerald Holland, Secretary