

Pendleton Water Association  
Minutes of Closed Board Meeting  
98 Poplar Drive  
Many, LA 71449  
May 27, 2025

Approved

1. The Special Board meeting was called to order at 3:09 p.m. by Board President Charln Stewart. Board directors in attendance were Carl Jeanise, Charln Stewart, Bub Sepulvado, Gloria Thompson and Jerry Burnaman. Also present was Secretary Tony Laska. Treasurer Tina Barrett was on speakerphone. Proof of quorum was confirmed. Representing EOM/CENLA on a ZOOM connection were Charlie Heino, Jeff Staples, and Kristen Achtziger.

2. Board President Charln Stewart led a discussion between board members and EOM/CENLA staff. Charlie Heino replied to printed questions submitted by PWA for contract clarification. A series of questions and answers assigning contractual responsibility are attached.

Board Treasurer Tina Barrett created spreadsheets to clarify fiscal responsibilities between PWA and CENLA.

Additional details from the discussion follow:

- EOM/CENLA plans to engage a contractor based south of Alexandria to provide specific services like installing meters. Mobilization costs would be added. EOM/CENLA asserts that they could get a better price than PWA's \$650/meter by aggregating jobs.
- EOM/CENLA would contract out for boring and include it where possible (?)
- EOM/CENLA proposes to provide the same services that current employees do during normal operation.
- PWA and CENLA need to agree on distinguishing between capital repairs and general maintenance. Example of general maintenance would be a maximum cost of \$2,500 and not requiring an outside contractor for the work.
- PWA will need performance metrics to oversee EOM/CENLA work.
- PWA will need a representative of EOM/CENLA to attend board meetings.
- Charlie will send Board members screen shots as examples to explain Asset Management program.

*The video meeting with CENLA staff was ended at 4:09; business meeting continued.*

*Next closed meeting will be Monday June 2, 5:30 or 6 PM.*

3. Truck purchase. The bids from Walker and Foy were fairly close for essentially the same vehicle. PWA Board chose Foy because of its local presence in Many and the convenience that guaranteed. A motion to select Foy was made by Gloria Thompson and seconded by Jerry Burnaman. The motion was unanimously approved.

4. Closing of Sabine State Bank Accounts. A motion to close the accounts was made by Gloria Thompson and seconded by Charln Stewart. The motion was unanimously approved.

5. Computer replacement status update. The Many computer contractor Satcom has transferred data from staff computers to the newly-purchased PWA office computers.

6. The signatures needed for the Community Bank loan extension have been completed.

7. PWA is in need of a more collaborative accounting firm. With a motion by Charln Stewart and second by Gloria Thompson the motion to investigate other accounting firms was unanimously approved.

8. Posting of Grade and CCR. This will be done by Gloria Thompson and Charln Stewart with assistance from Alexis Romero of CENLA.

9. Adjournment. The meeting was adjourned by acclimation at 4:37 PM

The next closed meeting will be Monday June 2, 5:30 or 6 PM.