

**Approved**

**Pendleton Water Association**

**Closed Board Meeting**

**June 2, 2025**

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**1. Call to Order and Proof of Quorum**

The meeting was **called to order at 6:04 PM** by Board President Charln Stewart. A quorum was established with five board members present:

- Robert Sepulvado
- Jerry Burnaman
- Gloria Thompson
- Charln Stewart
- Carl Jeanise

Also present were Treasurer Tina Barrett and Mike Stewart (standing in for Secretary Tony Laska).

EOM and Cenla representatives, Charlie Heino, Jeff Staple, and Kristen Achtziger , joined via web meeting.

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**2. EOM/Cenla Environmental Operations Contract Discussion**

The board discussed the Environmental Operations Contract with EOM/Cenla, covering contract examples, financial clarifications, and terms.

- **Financial Clarification:** The new contract amount is **\$462,440**, an increase due to the addition of labor and fuel costs. EOM will cover minor maintenance such as oil changes, tire replacement, and windshield wipers.
- **Questions/Terms Clarification:**
  - Robert Sepulvado asked if all expenditures would have a work order. EOM clarified that all contract expenditures would be covered under a work order or purchase order. Expenses under the contract would be issued via

purchase order to PWA. Only exceptions to the contract would require PWA Board approval.

- Carl Jeanise requested that the PWA truck be put on a maintenance schedule requiring a full synthetic oil change every 4,000 miles, citing expected extensive idle time. Cenla agreed this was feasible once work orders are set up.
- **Employee Transition & Benefits:** A joint discussion took place regarding the contract proposal. PWA expressed interest in ensuring current employees transitioning to Cenla would have access to comparable benefits and wages. Cenla requested a copy of current PWA benefits scales and schedules for comparison.
  - **Action Item #1:** PWA to provide current benefits and wage information to Cenla for comparison. (Need to clarify who is responsible and by when).
- **Invoicing and Billing:** PWA raised a question about invoicing and billing, which was not included in the current contract proposal. Cenla agreed to add these services in the next proposal revision.
- **Path Forward:** The Board will review the revised proposal in detail and will present any further questions to EOM/Cenla.
- **LDH Grant Viability:** PWA asked Cenla if they could assist in salvaging the previously approved LDH grant. Cenla will contact their Louisiana State Government contacts to determine the grant's viability.

The web meeting with EOM/Cenla concluded at 7:15 PM.

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### 3. Review / Acceptance of Minutes of May 27, 2025 Meeting

Carl Jeanise made a motion to accept the minutes from the May 27, 2025, meeting, seconded by Gloria Thompson. The motion passed unanimously.

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### 4. Truck Purchase / Review of Rules for Use

The draft vehicle use policy was reviewed by the PWA board members. Several enhancements were suggested for the required equipment section:

- Add traffic cones and Traffic Vest. (To be obtained by Gloria Thompson) **Action Item #2**

- Add flashing caution lights. (To be obtained by Charln Stewart) **Action Item #3**
- Add heavy-duty floor mats. (To be obtained by Charln Stewart) **Action Item #4**
- The truck must be clearly labeled as a Pendleton Water Association vehicle. (To be obtained by Charln Stewart) **Action Item #5**

Charln Stewart made a motion to accept the PWA vehicle policy with the noted revisions. Robert Sepulvado seconded the motion, and it was approved unanimously.

Charln Stewart will obtain the mileage from the old, broken-down PWA truck to determine its value for sale or scrap.

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## **5. Adjournment**

The meeting was **adjourned at 7:49 PM** with a motion from Charln Stewart, seconded by Carl Jeanise. The motion carried unanimously