

Pendleton Water Association  
Minutes of Special Board Meeting  
98 Poplar Drive  
Many, LA 71449  
June 9, 2025

**I. Call to Order**

The Special Board meeting was called to order at 3:04 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 participated on speakerphone. Proof of quorum was confirmed. Representing EOM/CENLA on a ZOOM connection were Charlie Heino, Jeff Staples, Alexis Romero and Kristen Achtziger.

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

An updated draft contract has been received from Cenla and distributed to PWA Board members. Board President Charln Stewart led a discussion between board members and EOM/CENLA staff, addressing specific parts of the draft Operations Service Agreement:

- 3.5 Modifications to buildings
- 3.7 New water service connections. This should refer to new subdivisions where water lines do not already serve the site.
- 3.8 Meter installation to not ordinary facilities. See services in "incidental" section (5.4)
- 3.11 Reading routes to match billing to new service areas is not an issue for PWA.
- 5.1 Clarify that cost plus 20% applies to supplies for large projects.
- 6.12 [new section] PWA pays for raw water and chemicals
- Appendix A.2 Regarding installation time for the remote monitoring system, Charlie Heino estimated that the process would take three technicians a total of 5 to 6 days to complete all the necessary connections, wiring, etc. Installation should be complete in July and in-service training be delivered in early August 2025.
- Appendix A.5 Recognizing that a score of "C" would be unattainable for the current operating year given the number of negative points already accrued, it is reasonable to expect that the score for 2026 should improve to at least a "D"
- The exception that allows for reducing staff by one operator where SCADA is installed has been codified in Louisiana law according to Charlie Heino. The PWA Board requires that this exception for PWA be acknowledged in writing by Barbara so that there would be no room for question that PWA will earn points.

Additional details from the discussion follow:

- Liability insurance must be worked out.
- Protocol, responsibilities and cost details for utilities billing need to be evaluated and agreed upon.
- PWA's web site has the capability to publish meeting notices, approved minutes; to send out system alerts to customers. Future responsibility for this needs a decision.

Path Forward

- Cenla team is revising draft agreement
- The draft agreement should be in the hands of our attorney by Friday, June 13. Re-schedule the regular board meeting to June 24. Notify PWA members of the agreement to be discussed at the meeting.
- Cenla representative needs to be present at this and all board meetings.

**3. June 2 minutes**

- The minutes from the June 2 closed meeting were considered. With a motion by Gloria Thompson, seconded by Carl Jeanise, the minutes were approved.

**4. Adjournment**

- This special meeting was adjourned at 4:10 by acclamation.