

# BOARD OF DIRECTOR'S MEETING

FEBRUARY 19, 2014

MEETING MINUTES

## SEWERAGE AND WATER BOARD OF NEW ORLEANS

### ROLL CALL

The Interim Executive Director, Robert Miller, called the roll and showed the following members present: \*\*Ms. Suchitra Satpathi, Mr. Wm. Raymond Manning, Mr. Marion Bracy, Ms. Kerri Kane, Mr. Mark M. Moody, Mrs. Florence Schornstein, Mr. Charles F. Webb, \*Ms. Loyce Pierce Wright, \*Dr. Beverly Wright (Nine) and a quorum.

Absent: Mr. Glen Pilie (One).

\*\*Ms. Suchitra Satpathi, Mayor's Representative

\*Ms. Loyce Pierce Wright and \*Dr. Beverly Wright were not present when roll was called, but arrived later during the meeting.

Also present were: Brenda Thornton, Communirep, Inc; Randy Smith, Royal Engineers; Richard Rainey, Times Picayune; Whitney Watson, Digital Engineering; Jason Akers, Foley & Judell; Gerald Preau, BCG; Barbara A. McGee-Mack, United Way.

Staff present were: Robert Miller, Executive Director's Office; Joseph Becker, Madeline Fong Goddard, General Superintendent's Office; Nolan Lambert, Special Counsel; Brian Ferrara, Harold Marchand, Yolanda Grinstead, Legal Department; Alvin Porter, Veronica Christmas, EDBP Department; Willie Mingo, Purchasing Department; Ethel Williams, Finance Administration Department; Jason Higginbotham, Emergency Management Department; Robert Jackson, Community & Intergovernmental Relations Department; Bobby Nathan, EEOC, Equal Employment Opportunity Department; Paula Arceneaux, Julia Thomas, Employee Incentive Committee (EIC); Dexter Joseph, Emanuel Lain, Budget Department; Melinda Nelson, Information Systems Department; Jacqueline K. Shine, Revenue Administration Department; Joseph Clark, Jr., Hervert Gusman, Blair Wagner, Deril Valdery, Sr., Zone 7; Sabrina Hickerson, Networks Technical Services; Peter N. Brown, Environmental Affairs Department.

### APPROVAL OF PREVIOUS REPORT

Mrs. Florence Schornstein moved to accept the minutes of the Regular Board Meeting held on December 18, 2013. Mr. Charles F. Webb seconded the motion. The motion carried.

### HONORS AND AWARDS

(R-037-2014) – The Board honored employee, Ms. Sabrina Hickerson and the Sewerage and Water Board United Way Volunteers. Ms. Hickerson, Sr. Office Support Specialist of the Networks Technical Services Department is responsible for overseeing various point repair contracts, supervises staff and related duties as required. Ms. Sabrina Hickerson along with the Sewerage and Water Board United Way Volunteers raised awareness at the board about the power of community giving by encouraging employees to donate and improve the organized capacity of others. Various fund raising events were held throughout the Board's facilities for the United Way Campaign kickoff. The 2013 fund raising drive organized by Ms. Hickerson and the Sewerage and Water Board employees raised \$55,401.76.

(R-038-2014) – The Board honored employee, Mr. Peter N. Brown, Utility Services Manager of the Environmental Affairs Department, who is responsible for overseeing the

pretreatment programs as it relates to customer complaints, inspections and permits, as required. Mr. Brown was deployed to Afghanistan to support Operation Enduring Freedom with the 1084<sup>th</sup> Transportation Company, 165<sup>th</sup> Combat Sustainment Support Battalion from Reserve, Louisiana. This was Mr. Brown's second activation for an overseas assignment and this year-long deployment exposed the company to combat on a regular basis. Because of his exceptional service while deployed, his company commander recommended him for the Bronze Star Medal. Chief Warrant Officer 2, Peter N. Brown's dedication to his mission contributed to the company completing over 75 missions, amassing over 250,000 miles while completing more than 150 Transportation Movement Request. Because of Mr. Brown's take-charge leadership skills and his dedication to the Board, along with his military experience and civic duty has elevated his level of knowledge of the sanitary sewer system that was invaluable in meeting the requirements of the Consent Decree.

(R-040-2014) – The Board honored employees, Mr. Joseph Clark, Master Technician I, Mr. Hervert Gusman, Senior Maintenance Technician I, Mr. Deril Valdery, Senior Maintenance Technician I, and Mr. Blair Wagner, Networks Maintenance Technician II of Zone 7, whom are responsible for repairs to sewer and water mains. Around 11:00 pm on Friday, January 25, 2014, the Sewerage and Water Board was contacted by the City Emergency Operation Center with a request for help. Because the temperatures had dropped more rapidly than expected, several bridges experienced icy conditions throughout the evening. The Paris Road Bridge in New Orleans East had icy conditions and was the site of a vehicular pile up involving several dozen vehicles. The city and state DOTD had exhausted their resources and the City Emergency Operation Center was requesting S&WB's assistance in delivering and spreading sand on the roadway, in order to provide traction for emergency vehicles. As a result, the S&WB crew made up of Mr. Clark, Mr. Gusman, Mr. Valdery and Mr. Wagner after being out all night was called back to assist the City. They coordinated their efforts on site with City of New Orleans staff, delivered several loads of sand and spread several dump truck loads over a four-hour period completing the task by 3am Saturday morning. Because of these employees' outstanding job performance and quick response, their actions resulted in a positive outcome for the City of New Orleans.

These employees' were honored for their actions above and beyond routine duties. The resolutions were adopted by acclamation.

\*Ms. Loyce Pierce Wright entered at this time.

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## **REPORT OF THE EXECUTIVE DIRECTOR**

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The Interim Executive Director provided a verbal report that focused on the update on Bond issues.

The General Superintendent provided the Board with background information relative to the Consent Decree and noted the following modifications:

- Add a schedule for completing repairs on the sewerage system that are associated with damages from Hurricane Katrina
- Monitor sanitary sewer defects on private property
- Add a green infrastructure component

The Special Counsel provided the Board with the status of negotiating an extension of the Consent Decree. It is expected to be resolved within 60 to 90 days.

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## **COMMITTEE REPORTS**

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### OPERATIONS COMMITTEE REPORT

Mr. Mark M. Moody, Chairperson reported on the summary and actions taken by the Operations Committee.

The Operations Committee Report for the month of February was presented and recommended for approval.

Mr. Charles F. Webb moved acceptance of the Operations Committee Report for the month of February. Mr. Marion Bracy seconded the motion. The motion carried.

Ms. Loyce Pierce Wright inquired about the status of the appropriate salary and pay increases for Customer Service representatives and whether or not they are at minimum wage.

Mr. Miller stated that staff would bring more information to the next month's Operations Committee meeting.

\*Dr. Beverly Wright entered at this time.

Mr. Marion Bracy moved approval of the Operations Committee recommendations for the month of February. Ms. Kerri Kane seconded the motion. The motion carried.

#### FINANCE COMMITTEE REPORT

Chairperson, Mr. Charles F. Webb reported on the summary and actions taken by the Finance Committee. The Finance Committee Report for the month of February was presented and recommended for approval.

Mr. Marion Bracy moved acceptance of the Finance Committee recommendations and the adoption of the Finance Committee report therein, for the month of February. Dr. Beverly Wright seconded the motion. The motion carried.

#### INFRASTRUCTURE COMMITTEE REPORT

Chairperson, Mrs. Florence Schornstein reported on the summary and actions taken by the Infrastructure Committee. The Infrastructure Committee Report for the month of February was presented and recommended for approval.

Mr. Charles F. Webb moved acceptance of the Infrastructure Committee Report and approval of the Infrastructure Committee recommendations for the month of February. Mr. Marion Bracy seconded the motion. The motion carried.

Mr. Joseph Becker, at the request of the President Pro Tem, reported on the details of the CEA with the University of New Orleans re: Odor Control Study at the Wastewater Treatment Plant on the West Bank.

#### PENSION COMMITTEE

Chairperson, Mr. Wm. Raymond Manning reported on the summary and actions taken by the Pension Committee. The Pension Committee Report for the month of February was presented and recommended for approval.

Mrs. Florence Schornstein moved acceptance of the Pension Committee Report for the month of February. Mr. Mark M. Moody seconded the motion. The motion carried.

Ms. Kerri Kane moved approval of the Pension Committee recommendations for the month of February. Mr. Marion Bracy seconded the motion. The motion carried.

#### EXECUTIVE COMMITTEE

Chairperson, Mr. Wm. Raymond Manning reported on the summary and actions taken by the Executive Committee. The Executive Committee Report for the month of February was presented and recommended for approval.

Mr. Marion Bracy moved acceptance of the Executive Committee Report and approval of the Executive Committee recommendations with the exception of the Amendment of the S&WB By-Laws, therein. Mr. Charles F. Webb seconded the motion. The motion carried.

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### CORRESPONDING RESOLUTIONS

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The following resolutions were adopted:

R-019-2014 – Authorization for the First Renewal to an Agreement with Black & Veatch Consultants for Preparation of the Report on Operations for 2013

R-020-2014 – Customer Account Management Replacement System

R-021-2014 – Furnishing, Delivering and Installing GPS System for Sewerage and Water Board of New Orleans Vehicle Fleet – Req. No. YG140007

R-022-2014 – Furnishing Complete Fleet Tire Service – Req. No. YG140003

R-023-2014 – First and Final Renewal of Contract for Furnishing & Delivering Office Supplies – Req. No. ST 40001 (Previous Req. No. ST120003)

R-024-2014 – Ratification of Change Order No. 5 for Contract 1353 – Hurricane Related Replacement of the Boiler Pre Heaters at the Carrollton Water Purification Plant – Power Complex

R-025-2014 – Ratification of Change Order No. 7 for Contract 1350 – Hurricane Related Repairs to Turbine 4 at the Carrollton Water Purification Plant – Power Complex

R-026-2014 – January 1, 2014 Cost of Living Adjustment for Board Pensioners

R-027-2014 – Approval of Agreement between the University of New Orleans Department of Civil and Environmental Engineering and the Sewerage and Water Board of New Orleans for Monitoring and Odor Control Project

R-028-2014 – Approval of Agreement between the City of New Orleans, Department of Parks and Parkway and the Sewerage and Water Board of New Orleans for Green Infrastructure Projects

R-029-2013 – Adoption of Amendments to the Sewerage and Water Board By-Laws

R-030-2014 – First and Final Renewal of Contract for Furnishing Air Conditioning and Heating Maintenance for Central Yard – Req. No. YO130007

R-031-2014 – Emergency Letter Bid Proposals for Reconstruction of the Florida Avenue Canal between Spain and Music Street

R-032-2014 – Automobile Fleet Physical Damage Insurance

R-033-2014 - Preliminary Resolution Authorizing Water Revenue & Refunding Bonding

Mr. Charles F. Webb moved approval of Preliminary Resolution Authorizing Water Revenue & Refunding Bonding, resolution therein (R-033-2014). Mrs. Florence Schornstein seconded the motion.

A roll call vote was taken and resulted as follows:

Yeas: Ms. Satpathi, Mr. Manning, Mr. Bracy, Ms. Kane, Mr. Moody, Ms. Schornstein, Mr. Webb, Dr. Wright, Ms. Wright

Nays: None

Absent: Mr. Pilie

R-034-2014 - Preliminary Resolution Authorizing Sewerage Service Revenue & Refunding Bonding

Mr. Charles F. Webb moved approval of Preliminary Resolution Authorizing Sewerage Service Revenue & Refunding Bonding, resolution therein (R-034-2014). Dr. Beverly Wright seconded the motion.

A roll call vote was taken and resulted as follows:

Yeas: Ms. Satpathi, Mr. Manning, Mr. Bracy, Ms. Kane, Mr. Moody, Ms. Schornstein, Mr. Webb, Dr. Wright, Ms. Wright

Nays: None

Absent: Mr. Pilie

R-035-2014 - Preliminary Resolution Authorizing Drainage System Improvement & Refunding Bonding

Ms. Kerri Kane moved approval of Preliminary Resolution Authorizing Drainage System Improvement & Refunding Bonding, resolution therein (R-035-2014). Mr. Marion Bracy seconded the motion.

A roll call vote was taken and resulted as follows:

Yeas: Ms. Satpathi, Mr. Manning, Mr. Bracy, Ms. Kane, Mr. Moody, Ms. Schornstein, Mr. Webb, Dr. Wright, Ms. Wright

Nays: None

Absent: Mr. Pilie

R-036-2014 – Authorization to Investigate and Acquire Property for Construction of SPS #1

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**UNFINISHED BUSINESS**

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Amendments to By-Laws

Mrs. Florence Schornstein moved approval of the adoption of amendments to the Sewerage and Water Board By-Laws, therein (R-029-2014). Mr. Charles F. Webb seconded the motion. The motion carried

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**NEW BUSINESS**

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Cooperative Endeavor Agreement with the City of New Orleans to Provide Sewerage and Water Board Equipment and Operators for Special Event Clean-up

The Special Counsel, Mr. Nolan Lambert provided background information on the CEA with the City of New Orleans detailing the parameters of the agreement. The resolution authorizes the President Pro Tem to enter into an agreement that, when requested and if available, the Sewerage and Water Board will provide equipment and operators to the City of New Orleans. The City of New Orleans will reimburse the Board its costs, including an administrative fee.

Following a discussion, Mrs. Florence Schornstein expressed concern with the second paragraph of the resolution speaking of the repayment of our cost, is there some reason why we say “should be paid” instead of “will be paid?”

Mr. Lambert stated that staff can make the above change to say will be paid within the language of the resolution.

Mrs. Florence Schornstein moved approval of the Cooperative Endeavor Agreement with the City of New Orleans to Provide Sewerage and Water Board Equipment and Operators for Special Event Clean-up with the recommended change, therein (R-039-2014). Mr. Charles F. Webb seconded the motion. The motion carried.

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### EXECUTIVE SESSION

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Mr. Marion Bracy moved to go into Executive Session re: Appointment of the new Executive Director. In accordance with R.S. 42:17 (A) (1) & 42:19 – the Board may enter into executive session to discuss the character, professional competence, or physical or mental health of the individual being considered for the position of the Executive Director. Mr. Charles F. Webb seconded the motion. The motion passed.

Mrs. Florence Schornstein moved to come out of Executive Session. Mr. Charles F. Webb seconded the motion. The motion carried.

Mr. Marion Bracy moved to authorize our legal counsel to make a request for guidance and obtain a written opinion from the Board of Ethics re: the hiring of Mr. Cedric Grant to fulfill the duties of Executive Director of the Sewerage and Water Board of New Orleans. Additionally, this request will include guidance on a draft Cooperative Endeavor Agreement. Mr. Charles F. Webb seconded the motion. The motion carried.

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### COMMUNICATION

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#### Sewerage and Water Board of New Orleans 2013 Annual Employee Award Ceremony

The Interim Executive Director and the staff invited all of the Board Members to attend the Annual Employee Award Ceremony recognizing employees for outstanding service, as well as recognizing employees for years of service to the Board. The Sewerage and Water Board's Award Ceremony will be held on Saturday, March 15, 2014 at the Hilton Riverside Hotel and the doors will open at 6:00 pm with the ceremony starting at 7:00 pm, followed by dinner and refreshments.

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### INFORMATION ITEMS

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The following items were submitted for informational purposes only:

- FEMA Status Report
- Report of the General Superintendent
- Report of the Special Counsel
- 2014 Committee/Board Meeting Schedule
- Financial Statements

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### ADJOURNMENT

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There being no further business the meeting adjourned.