

MINUTES OF MEETING

**MARCH 20, 2024**

**7:30 A.M.**

meeting was held March 20, 2024, at 7:30 A.M. in the District's office located at 24460 Hwy 124, Hamshire, Texas. Present were Chairman Frank R. Rose, Reggie Boykin, Secretary; absent was Commissioner Joel Levingston, Jr.

1. Meeting was called to order at 7:30 A.M. by Chairman Frank R. Rose.
2. He announced that this meeting was being recorded for the purpose of transcribing the minutes.
3. There were no Public Comments
4. The Minutes of February 20, 2024, meeting were approved on a motion made by Commissioner Levingston and seconded by Commissioner Boykin. All voted Aye.
5. Office Update -
  - A. Commissioners reviewed and accepted the Districts' regular checks written February 28, 2024 to March 15, 2024. Motion was made by Chariman Rose, seconded by Commissioner Boykin. All voted Aye.
  - B. Commissioners reviewed and accepted the monthly financial report presented by Shanna Verret which showed an ending fund balance of \$1,838,494.16 an increase of \$324,150.14 from last month. Motion was made by Commissioner Boykin and seconded by Chariman Rose. All voted Aye
  - C. Insurance summary from January 2024 was presented by Shanna Verret. The active employees have a profit of \$11,331.86 and retirees show a profit of \$552.07. Motion was made by Chairman Rose and seconded by Commissioner Boykin to accept the insurance summary as presented. All voted AYE.
  - D. A Motion was made by Commissioner Boykin and seconded by Chairman Rose to purchase and upgrade the Quickbooks accounting software to the 2024 version for one user and two computers. All voted AYE
  - E. A motion was made by Chairman Rose and seconded by Commissioner Boykin to approve the District's policy and procedures for installing metal corrugated pipes. All vote AYE
  - F. After a discussion a motion was made by Chairman Rose and seconded by Commissioner Boykin to revise the scheduled day off from Wednesday, June 19<sup>th</sup> to Thursday, June 20 for the Juneteenth Holiday, to allow for an uninterrupted work week. All voted AYE
  - G. In accordance with Texas Government Code § 2054.5191 a motion was made by Chairman Rose and seconded by Commissioner Boykin to approve the enrollment for Ruffus Lavergne and Shanna Verret into the Cybersecurity Course offered by Texas Association of Counties. All vote AYE.
  - H. Executive session – A discussion was held in regards to hiring one person for summer/seasonal help.
6. Equipment/Project Update –
  - A. Equipment Update
    1. General Manager Ruffus Lavergne reported that the John Deere tractor is in the shop for AC repair that is being done under warranty work. One of the Kubota tractors blew a water hose and it will be replaced. He also stated that the mini-x and mulcher are working as it should.  
General Manager Ruffus Lavergne stated that he would be purchasing a set of forks for the John Deere tractor.
  - B. Project Update –

**Pipe Replacements**

    1. DITCH 401 – (1) 96"X30' – Wilber Property – Wilber Rd
    2. DITCH 312/306 (1) 60" Crossing - Wiggins Property – Vincent Rd
    3. DITCH 203 (2) 48"X 25' Crossing – Taylor Property – Old Big Hill Rd
    4. DITCH 203 – (1) 72"X28' Crossing – Clubb Property – Old Big Hill Rd

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**New Construction Updates-**

1. Longhorn RV Park – Wilber Rd – We have not received any updates at this time.
2. AGY RV Park – Hwy 73 – Plan revisions are being made to meet the county requirements.
3. Oasis Truck Stop – Kiker Rd & Hwy 73 – Engineering is still reviewing and working with Interfield Engineers on this project
4. I-10/Hamshire Rd Project – Hamshire Rd – Interfield Engineering is in the beginning stages of planning this project.

**Completed Projects**

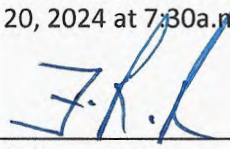
- a) V. Wright – Vincent Rd
- b) M. Jones – Ditch 124-2 – Hwy 73
- c) C. Pettigrew – Brush Island Rd – Ditch 750

**Upcoming Projects**

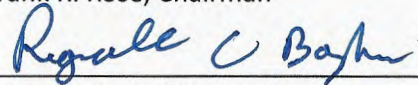
- a) B. Fischer – Wise Rd
- b) Labelle Properties Hwy 73 – Ditch 750B
- c) K. Broussard – Wilber Rd – Ditch 124 & 110
- e) J. Broussard – E. Hamshire Rd

7. New Business

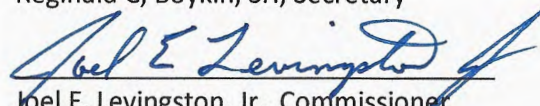
- A. No Meeting Updates
- B. There were no Board Comments
- C. The next regular meeting date is set for Wednesday, March 20, 2024 at 7:30a.m.  
With no further business, meeting adjourned at 7:58 a.m.



Frank R. Rose, Chairman



Reginald C. Boykin, Sr., Secretary



Joel E. Levingston, Jr., Commissioner