



SEWERAGE DISTRICT NO. 1
OF THE
Parish of Tangipahoa
15481 West Club Deluxe Road • Hammond, LA 70403
(985) 542-8877

PURSUANT TO PUBLIC NOTICE, THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SEWERAGE DISTRICT OF TANGIPAHOA WAS HELD ON DECEMBER 16, 2025 @ 5:00 P.M., AT THE CLAUSEN BUILDING, 15485 W. CLUB DELUXE ROAD HAMMOND, LOUISIANA 70403.

PRESENT: JUSTIN PROCTOR, BJ COUVILLION, JAMES MILLER AND DAVID FUGARINO.

ALSO PRESENT: JASON HOOD, GENERAL MANAGER; JAY PITTMAN OF SPANGLER ENGINEERING; RANDI MATTHEWS OF TAYLOR AND MATTHEWS, CPA.

ABSENT: SAMMY RICHMOND AND BRAD CASCIO, ATTORNEY FOR THE DISTRICT

- I. CALL TO ORDER: (JUSTIN PROCTOR)**
- II. ROLL CALL: (COURTNIE SCAFIDEL)**
- III. APPROVAL OF THE MINUTES FROM NOVEMBER 17, 2025, MEETING.**

There was a motion made by **BJ Couvillion** and second by **David Fugarino to** approve minutes from the November 17, 2025, meeting.

Vote all in favor, no nays.



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IV. MANAGER'S REPORT. (JUSTIN PROCTOR)

*****Documents were provided to each board member for review. *****

November's permit total was 148, and 36 of those were new addresses.

I wanted to report that this Friday will be our Operations Manager, Gene Myers' last day. He is retiring after 20 years with TPSD1. We will wish him well and hope that he has a wonderful retirement and gets to enjoy free time doing whatever it is that brings him joy and fulfillment.

Also, I have asked Victor Booth, who has been with us since October of 2013, to assume the Operations Manager role, and he gladly accepted. Victor is competent, hard-working, and will do a great job in that role. He has the respect of his coworkers.

I wanted to highlight a few accomplishments this past year:

- Completed the WSP Rd 1 Project – the rehab of Bedico Regional WWTP and closure of the Havens STP.
- Completed the WSP Rd 2 Project – the Hwy 51 lift station and force main improvements, along with the rehab of the Northwest Regional WWTP.
- Completed the Airport Rd Lift Station & Force Main Improvements Project.
- Completed and submitted an application for WSP Rd 4 funding for Green Acres WWTP.
- Rehabbed two lift stations in house.



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V. FINANCIAL REPORT AND REVIEW. (RANDI MATTHEWS)

****Documents were given to each board member for review. ****

Looking at the profit and loss statement interest income is considerably less than the year before. Those interest rates have dropped. We had sewer capacity assessment fees, the \$78,200, that was the capacity assessment fee for Funky Monkey. You see \$73,332, that was the payment for the liability policy. The interest expense is higher; this is for our bonds. We're in the portion of the bond payments where the interest begins to tick up a little bit. So that's why you see that increase. We had some rental equipment for the month. salaries and wages are a little bit higher this month because we had some vacation buyouts, and then you'll see those expenses for the specific lift stations at the bottom making the total expense of \$344,294 with a net loss on the month of \$25,475. If you look at your next set of financials, the profit and loss budget versus actual, this first column gives you the year to date as compared to the budget. We have total income for the year, as of November of the 30th of 2025, of \$3,959,417. That's about \$41,000 less than what we had budgeted. That is largely due to the interest income going way down. And then if you look at expenses, we have gone over these for each month. The total expenses are \$6,584,987. Again, that is largely due to the Water Sector improvements that y'all made. You will also see we were reimbursed, \$1,831,551. So, your net loss on the year is \$793,593. We had budgeted for net income of \$372,858. We did not budget in anticipation of what that water sector activity would look like so that is why the numbers are so different.



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There was a motion made by **David Fugarino** and second by **BJ Couvillion** to approve the financial report.

Vote all in favor, no nays.

VI. DISCUSSION AND APPROVAL OF THE AMENDED 2025 OPERATING BUDGET

(RANDI MATTHEWS)

We do this at the end of every year. We must be within 5% of our bottom-line budget for the audit. So, we go back and adjust the numbers to what we think the actual will be. Now, we only had January through November numbers, so we're basically estimating annualizing what we think those amounts will be. You can see the current approved budget is \$295,000 so we're adjusting that to \$194,000 because the interest rates went down some. The reason the \$3,000 is in the other income column is because that's what we brought in. I think it was a refund, maybe. And then the sewer user fees, we had about \$150,000 more than we anticipated, sewer connection fees had increased, and the sewer capacity assessment fees were less than what we had budgeted. But if you look at overall income, our budgeted amount is going to be, we think, around \$55,000 less than what we originally budgeted for.

There was a motion made by **BJ Couvillion** and second by **James Miller** to approve the amended 2025 operating budget.

Vote all in favor, no nays.



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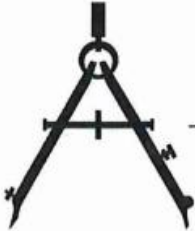
VII. ENGINEERS REPORT (JAY PITTMAN)

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Spangler Engineering, LLC

CONSULTING CIVIL ENGINEERS

T. C. Spangler, Jr., P.E.


Jay C. Pittman, P.E.

Mitchell D. Roniger, P.E.

Alex E. Hatcher, P.E.

ENGINEER'S REPORT

To: TPSD1 Chairman
& Board Members
Sewerage District No.1 of Tangipahoa Parish
15485 W. Club DeLuxe Road
Hammond, Louisiana 70403

From: T. C. Spangler, Jr., P.E. / Jay C. Pittman, P.E. 

Date: December 16, 2025

Projects/Status:

1. Water Sector Program (Division of Administration) – Phase 2:

a. Ponchatoula High School Regional WWTP Improvements

- i. Agreement by Tangipahoa Parish School System (TPSS) and TPSD to following: Of the \$1,842,100 grant award, TPSD will be responsible for \$1,215,786 (66%) and TPSS will be responsible for \$626,314 (34%). The total project award is \$7,085,000.
- ii. The project involves constructing a new 300,000 GPD, three-cell aerated lagoon at Ponchatoula High School. It includes the consolidation and closure of two existing TPSD WWTPs: Brookfield WWTP (currently under a DEQ compliance order) and Pecan Trace WWTP.
- iii. The two existing WWTPs will be decommissioned and consolidated via force mains into the new WWTP at Ponchatoula High School.
- iv. TPSS will donate the property and TPSD will assume responsibility for the new treatment facility upon project completion.
- v. Awaiting soil boring information; Jurisdictional determination (JD) has been submitted to USACOE for review/approval; USACOE permitting will follow. Applying for an expedited **preliminary** permit limit determination from LADEQ.



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2. FY26-27 Water Sector Program – Phase 2

a. Green Acres Regional WWTP Consolidation

- i. Preliminary agreement by Tangipahoa Parish School System (TPSS) and TPSD to following: Of the \$1,001,000.00 grant award, TPSD will be responsible for \$726,125.40 (72.54%) and TPSS will be responsible for \$274,874.60 (27.46%). The anticipated total project award is \$3,850,000.00.
- ii. The project involves rehabilitating the existing Green Acres WWTP to accept 300,000 GPD with a two-cell aerated lagoon. It includes the consolidation and closure of three cell aerated lagoon serving Hammond Eastside and Hammond High Schools via a new lift station and force main.
- iii. TPSS will maintain ownership and maintenance of the new lift station at Hammond Eastside/Hammond High.
- iv. **Grant was successfully submitted on December 1, 2025.**

Engineer's Report
December 16, 2025
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3. Self-funded/Immediate Projects:

- a. **Green Acres WWTP Improvements (DEQ Compliance)** – See above
- b. **High Flow Containment – SE WWTP** – On hold
- c. **East Natalbany WWTP Improvements (LDH/DEQ Compliance)**
 - i. No updates this month
- d. **Airport Road Lift Station & Force Main Improvements**
 - i. Construction in progress (100% Complete; 100% Contract Time)
 - ii. All portions of work are completed. Contractor has miscellaneous items to dress up area.
 - iii. **Recommend approval of Change Order No. Two (2) (Deductive) for a credit of \$81,940.30 (to be handled under agenda item)**
 - iv. **Recommend approval of Partial Pay Estimate No. Eight (8) for \$110,255.86 (TPSD - \$110,255.86) (to be handled under agenda item)**
 - v. **Recommend Final Acceptance (to be handled under agenda item)**

This institution is an equal opportunity provider and employer.



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4. LaDEQ/LDH Compliance:

- a. Southeast – No update this month
- b. Green Acres - See above for project update.
- c. Brookfield – To be handled under Water Sector Phase 2
- d. Northwest – No update this month.
- e. Bankston – Plant facility has been running efficiently based on conversations with Mr. Hood. No further action taken at the present time.
- f. Bedico – Continue to monitor the ammonia limits.
- g. Velma - Addressing via WSP – Round 2 Project (by others)
- h. East Natalbany – see above for project update

6. REQUISITIONS –

- i. **Recommend approval of Lawson-Bonet Construction, Inc. Partial Pay App #8– Partial Pay Estimate No. Eight (8) – Airport Road Lift Station and Force Main Improvements = \$110,255.86 (TPSD - \$110,255.86)**

Respectfully Submitted,

Jay C. Pittman, P.E.

cc: Mr. Jason Hood, TPSD1 General Manager



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There was a motion made by David Fugarino and second by James Miller to approve the engineer report.

Vote all in favor, no nays.

VIII. RATIFY AND APPROVE ELECTRONIC VOTES CONDUCTED ON DECEMBER 3, 2025, FOR THE AUTO, PROPERTY AND GENERAL LIABILITY INSURANCE QUOTES FOR THE YEAR 2026. (JASON HOOD)

*******Documents were provided to each board member for review. *******

There was a motion made by BJ Couvillion and second by David Fugarino to approve the electronic votes for the 2026 insurance quotes.

Vote all in favor, no nays.

IX. APPROVAL TO REMOVE GENE MYERS AS AN AUTHORIZED SIGNER OF CHECKS AND ALL OTHER BANKING DOCUMENTS ON BEHALF OF TPSD1. (JASON HOOD)

*******Documents were provided to each board member for review. *******

There was a motion made by BJ Couvillion and second by David Fugarino to approve the removal of Gene Myers as an authorized signer for all banking documents.

Vote all in favor, no nays.



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X. APPROVAL TO AUTHORIZE JUSTIN PROCTOR, JASON HOOD, BARRY COUVILLION AND VICTOR BOOTH AS AUTHORIZED SIGNERS OF CHECKS AND ALL OTHER BANKING AND FINANCIAL INSTITUTION RELATED DOCUMENTS ON BEHALF OF TPSD1. (JASON HOOD)

*******Documents were provided to each board member for review. *******

There was a motion made by David Fugarino and second by James Miller to approve the authorization of Justin Proctor, Jason Hood, Barry Couvillion and Victor booth to be authorized signers on all financial and banking documents.

Vote all in favor, no nays.

XI. A RESOLUTION TO TERMINATE HANCOCK WHITNEY BANK AS A PAYING AGENT WITH RESPECT TO ITS SERIES 2017 BONDS AND SERIES 2020 BONDS AND TO APPOINT ARGENT INSTUTIONAL TRUST COMPANY AS SUCESSOR PAYING AGENT WITH RESPECT TO THE AFOREMENTIONED BONDS. (JASON HOOD)

*******Documents were provided to each board member for review. *******

There was a motion made by BJ Couvillion and second by David Fugarino to approve the resolution to terminate Hancock Whitney and appoint Argent Institutional Trust Co as successor paying agent.

Vote all in favor, no nays.



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XII. APPROVAL OF CHANGE ORDER NO. TWO (2) AND FINAL (DEDUCT) FOR AIRPORT ROAD LIFT STATION AND FORCE MAIN IMPROVEMENTS-LAWSON-BONET CONSTRUCTION, LLC. (JAY PITTMAN)

*******Documents were provided to each board member for review. *******

There was a motion made by **BJ Couvillion and** second by **James Miller** to approve the resolution to terminate Hancock Whitney and appoint Argent Institutional Trust Co as successor paying agent.

Vote all in favor, no nays.

XIII. APPROVAL OF AIRPORT ROAD LIFT STATION AND FORCE MAIN IMPROVEMENT-LAWSON-BONET CONSTRUCTION, LLC PARTIAL PAY REQUEST #8 IN THE AMOUNT OF \$110,255.86. (JAY PITTMAN)

There was a motion made by **BJ Couvillion** and second by **David Fugarino** to approve partial pay request #8 in the amount of \$110,255.86.

Vote all in favor, no nays.



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XIV. APPROVAL OF FINAL ACCEPTANCE OF AIRPORT ROAD LIFT STATION AND FORCE MAIN IMPROVEMENTS-LAWSON-BONET CONSTRUCTION, LLS. (JAY PITTMAN)

There was a motion made by BJ Couvillion and second by David Fugarino to approve the final acceptance of Airport Rd lift station and force main improvements.

Vote all in favor, no nays.

XIV(A). MOTION TO AMEND THE AGENDA TO PURCHASE AND GIFT ALL TPSD1 EMPLOYEES WITH \$100.00 GIFT CARDS FOR CHRISTMAS.

There was a motion made by David Fugarino and second by BJ Couvillion to amend the agenda.

Vote all in favor, no nays.

There was a motion made by BJ Couvillion and second by James Miller to approve the purchase of \$100.00 gift cards for all TPSD1 employees.

Vote all in favor, no nays.

XV. MEMBER PRIVILEGES.

XVI. ADJOURNEMENT

There was a motion made by BJ Couvillion and second by David Fugarino to adjourn the meeting.

Vote all in favor, no nays.



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