

**FINANCE COMMITTEE MINUTES**  
**November 9<sup>th</sup> 2010**  
**Chairman Steve Lee**  
**Vice-Chairman Charles Julien**

Members: Haston Lewis, Danny Millet, Charles Julien, Jaclyn Hotard, Darnel Usry, Ronnie Smith, Cheryl Millet, Steve Lee, Raydel Morris

**PRESENT:** Haston Lewis, Darnel C. Usry, Steve Lee, Danny Millet, Charles Julien, Ronnie Smith, Raydel Morris

**ABSENT:** Cheryl Millet and Jaclyn Hotard

**BID OPENING REPORT/AWARDS:**

**Brenda Labat – Bid Opening – Sale of two (2) twin Package treatment plants**

The above item needs to be carried over to the next agenda; the bid will be opened for the next meeting.

**Brenda Labat – Request authorization to go out for bids for Labor/Service and Materials for Residential Electrical repairs for the ARRA Weatherization Program**

Brenda Labat, Director of Purchasing, stated, *"This is an annual bid for materials and services needed for electrical repairs. This is associated with the ARRA Weatherization Assistance Program or the Department of Energy Program. It is funded by a WAPMAX grant that is contracted through 2012."*

**MOTION:** Councilman Julien moved and Councilman Morris seconded the motion to grant administration authorization to go out for bids for Labor/Service and Materials for Residential Electrical repairs for the ARRA Weatherization Program. The motion passes with Councilwomen Hotard & Cheryl Millet absent.

**Brenda Labat – Request authorization to go out for bids for Labor/Service and Materials for Residential Plumbing Repairs for the ARRA Weatherization Program**

Brenda Labat stated, *"Again this is the same situation, it is a WAPMAX grant and we will do plumbing repairs."*

Councilman Julien asked, *"As we are going out for bids? Will the packages be broken down so that several businesses will be able to get work or are we looking for estimates?"*

Brenda Labat stated, *"We are actually looking for persons to do labor and these services. It is labor to do the plumbing repairs or the electrical and such."*

Councilman Julien asked, *"Again my question is, are we trying to create a situation to where we have more than one company working?"*

Brenda Labat stated, *"Yes we would possibly have an electrical company and then a plumbing company."*

Councilman Lewis asked, "Do all of these people have to be qualified and licensed?"

Brenda Labat stated, "Yes sir the grant requires certain licensing. This is a state/federally funded program and we have to go by those guidelines, but we will try to employ as many contractors as we can."

Councilman Julien stated, "That was the question. Thank you."

**MOTION:** Councilman Julien moved and Councilman Lewis seconded the motion to grant administration authorization to go out for bids for Labor/Service and Materials for Residential Plumbing Repairs for the ARRA Weatherization Program. The motion passed with Councilwomen Hotard & Cheryl Millet absent.

**Brenda Labat – Authorization to go out for bids for Labor/Service and Materials for HVAC Repairs for the ARRA Weatherization Program**

Brenda Labat stated, "Again this is the same program and it is for air conditioning and heating repairs."

**MOTION:** Councilman Millet moved and Councilman Julien seconded the motion to grant administration authorization to go out for bids for Labor/Service and Materials for HVAC Repairs for the ARRA Weatherization Program. The motion passed with Councilwomen Hotard & Cheryl Millet absent.

**Brenda Labat – Request authorization to renew the contract with Quality Janitorial Services**

Brenda Labat stated, "Quality Janitorial has a current contract that is expiring December 31<sup>st</sup> of this year. They provide clean up services following a sewer system failure. So they are only used when needed. We would propose a new two year contract. They are willing to hold the current pricing. The two year contract we are estimating the expense to be maybe \$15,000.00."

**MOTION:** Councilman Smith moved and Councilwoman Usry seconded the motion to grant administration authorization to renew the contract with Quality Janitorial Services. The motion passed with Councilwomen Hotard & Cheryl Millet absent.

**Pat McTopy – Authorization to renew the contract for auditing services for Rebowe & Associates**

Pat McTopy, CFO, stated, "We would ask the council to authorize us to extend the engagement agreement with Rebowe for auditing services for the years 2011, 2012, 2013 and an option for 2014, subject to approval by legal counsel."

**MOTION:** Councilman Smith moved and Councilman Morris seconded the motion to grant administration authorization to renew the contract for auditing services for Rebowe & Associates. The motion passed with Councilwomen Hotard & Cheryl Millet absent.

**Any and all other financial concerns**

There were no other financial concerns.

**Adjournment**

**MOTION:** Councilwoman Usry moved and Councilman Smith seconded the motion to adjourn. The motion passed with Councilwomen Hotard & Cheryl Millet absent.