

Waterworks District 9, Ward 4 Meeting Minutes
Regular Board Meeting
Monday, April 3, 2023
5:30 pm – Conference Room

The Board of Directors met in a regular meeting on Monday, April 3, 2023 in the conference room located at 4015 Sherry Street, Sulphur, LA., with the following members present: Richard Boenig, Theresa Bell, Kent Chamblee and Steve Belshe. The following member was absent: Ray Taylor.

The invocation was led by Kent Chamblee followed by the Pledge of Allegiance.

Lee Lancon

Lee was unable to attend. Engineering/Project Updates will be given in May.

Kelly Riley – Reports

- **Minutes** – There was a motion by Richard Boenig and second by Steve Belshe to approve minutes as presented. Motion carried.
- **Payables** – There was a motion by Richard Boenig and second by Steve Belshe to approve payables as presented. Motion carried.
- **Liability Insurance Premium** – There was a motion made by Theresa Bell and second by Richard Boenig to pay the additional insurance premium of \$2,758.34 to cover increased values for buildings and Lane Burton as a driver.
- **Profit & Loss** – Reviewed, discussed with no corrections.
- **LAMP Fund** – Reviewed with no comments.
- **Policy Manuel** – No progress.
- **Training (Ethics/Sexual Harassment)** – Emails sent out to board with links. Pending completion.

Jay Picard – Reports/Updates

- **Sand on Vehicles, Houses etc.** – Jay mentioned the black dodge truck was buffed down but there was a few spots the owner did not approve of. Truck was touched up again, and driver approved. Cost for buffing Dodge truck was \$400. Next vehicle to be done after Easter.
- **Fire Department Flow Testing - Lee Lancon** to update on this (ARP Project)

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- **Plant Staffing** – Jay let the Board know that Lane Burton’s last day will be April 12, 2023. After a discussion on staffing, the board suggested that Jay evaluate our needs, and for him to hire someone to replace him if we are getting behind, or creating excessive overtime.
- **Becky’s Catering** –
 - After discussion with legal, since we have been unable to locate a copy of the right of way or easement for the access to the Elevated Tank, we need to have Becky sign easement giving WW9 access to the elevated water tank.
 - Since we are a public entity, we are allowed to make repairs to correct issues the contractor created, but we cannot use public funds to make improvements to their property. When making the repairs to the access, we can give her a load of rock to help fill in the low spots in her rocked area.
- **Main Generator (transfer switch)** – Still on schedule to be in April or May
- **Water Well #3 – Electrical** – Jay got quote from Montgomery Electric to run lines overhead across the parking lot the transition to underground. WW9 would dig trench, electric company will run wire and tie in well #3, WW9 to backfill. Board is in favor of Jay moving forward to get prices. Jay needs to develop detailed scope of work to get quotes. This project is not expected to cost enough to need to be advertised in newspaper, but a total of three bids will be required.
- **Drilling Machine Repairs** – still waiting on parts (beacon) to come in. We have access to their drilling machine while we are waiting on our to be repaired.
- **New Truck** – Still looking.

Richard Boenig asked if any of the Plant Operators were going to Class or getting tested for certifications. Jay stated Duane will be going in April for a Level I/II class in Kinder.

There was a motion to adjourn by Theresa Bell and second by Richard Boenig. Motion carried.