

Waterworks District 9 Ward 4 Meeting Minutes
Regular Meeting
Wednesday, March 12, 2025, 5:30 p.m. – Conference Room

The Board of Directors met in a regular meeting on Wednesday, March 12, 2025, in the conference room located at 4015 Sherry St., Sulphur, LA., with President Kent Chamblee presiding with the following members present: Richard Boenig, Steve Belshe, Kent Chamblee, Theresa Bell and Ray Taylor.

The Invocation was led by Ray Taylor followed by the Pledge of Allegiance.

Audience: Lee Lancon – Lancon Engineers

Lee Lancon – Lancon Engineers, Inc.

- **Water Storage Tank Rehab (Phase 2)** – see engineers report
 - GWST#1 is approximately 99% complete. The following items will be completed when the contractor returns to begin work on GWST#2
 - Install the screen and backup ring on overflow pipe.
 - Install all signs.
 - Install rung covers.
 - Complete grounding protection.
 - Install chime seal.
 - Weiser is getting a price for laser ablation cleaning of the yard piping.
 - Pressure filters are 99% complete, lacking the coating of the manway covers and a few holidays and minor defects found this month. Weiser plans to paint the covers and address holidays/minor defects when they return to work on GWST#2.
 - GWST#2 – To date the following work has been completed
 - Opened a man-lift equipment access into the tank.
 - Took UT readings on tank floor around the perimeter of the wall. Floor thickness is good.
 - Began installing the interior chime plates.
 - Removed sampling tap and cover.
 - Installed temporary scaffolding around the tank perimeter at the roof knuckle.
 - Removed the exterior ladder roof landing.
 - Begin assembly of roof plates on the ground.
- **Water Storage Tank Rehab (Phase 1)** – see engineers report
 - Inspection work is in the process of being completed. LEI expects to receive the final inspection report on Friday, March 14, 2025.
- **2023 Water Line Upgrade Project (ARPA)** – see engineers report
 - Janco will be performing the bores for the project.
 - Nineteen (19) of the thirty-three (33) parcels have been acquired.
 - Hopewell, Paisley and Lori are 100% complete.
 - The preconstruction conference is scheduled for Thursday, March 20th at 10 a.m.

- The board does not have an issue with completing sites out of sequence, depending on when easements are acquired.

Kelly Riley – Reports

- **Minutes** – The minutes were reviewed. There was a motion by Ray Taylor and seconded by Richard Boenig to approve the minutes as presented. Motion carried.
- **Payables** – Payables were reviewed and discussed. There was a motion by Ray Taylor and seconded by Richard Boenig to approve the payables. Motion carried.
- **Profit & Loss** – Reviewed and discussed.
- **Lamp Funds** - LAMP funds will be reviewed as part of the P&L review going forward.
- **Bank Reconciliation** – Steve looked over bank reconciliations and signed off without any issues.
- **Policy Manuel** – Emergency Pay Policy will be rewritten and accompanied by a chart for better understanding. It will be sent to the board by email for approval.
- **Ethics & Sexual Harassment Online Training** – No progress
- **Credit Card Processor** – Kelly let the board know she received an additional quote from Nexbillpay with a lower rate for companies absorbing the fee. She will call Nexbillpay to discuss the new rate. She also will contact Authority Pay to obtain a quote of their processing fees.
- **2024-2025 LGAP and CWEF Applications** – Kelly let the board know the application along with both letters of support have been turned in.

Jay Picard – Plant/Field Updates

- **Drainage at Becky's Catering** – Larry Carrier will do the work. They will go out once ground dries up.
- **Waterline at End of Ellen Rich** – Jay spoke to Bob, he stated we can not force customer to do anything. Bob stated to just leave it like it is and just flush lines. Kent spoke to the sheriff department; they stated to give them a call (couple days notice) if we ever need their help while out there.
- **Fire Hydrant Maintenance** – Two hydrants left to replace from the original list of impaired hydrants provided from the fire department.
- **Loop on Miller** – Lakeside tied in on Monday, March 10, 2025. Jay is planning to pull a sample on Monday, March 17. Hopefully the line will be in service sometime next week.
- **Improved Security for Office/Plant (camera/glass upgrade)** – Kelly's window was replaced due to broken seal. Front doors were recalked to prevent leaks. After some discussion, the board wants to proceed with upgrading cameras and glass.

There was additional discussion about the cost of replacing an elevated water tower vs how much is covered by insurance. Due to the amount of capital reserve on hand, the board does not want to add additional coverage to the insurance policy at this time.

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Theresa asked about computer upgrades. Kelly let the board know she is waiting for a quote from Southern Technologies for five (5) workstations and one (1) laptop. Richard requests having the option to use Teams, in place of calling in, for a meeting when a board member is unable to attend in person.

The board meeting for May will be held on Monday, May 19, 2025.

There was a motion to adjourn the meeting by Ray Taylor and seconded by Steve Belshe. Motion carried.

Water Works District No. 9, Ward 4

Engineer's Report for March 12, 2025, Board Meeting

Report issued: March 12, 2025

LEI Project No. 19-007 Water Storage Tanks Rehabilitation (Phase 2)

1. GWST#1 - Phoenix's subcontractor, Weiser Construction, continued to work on GWST #1 and pressure filters. Work on GWST #1 is approximately 99% complete through March 12, 2025. The following is a summary of the completion status for GWST #1:
 - 1.1. Interior
 - 1.1.1. 100% complete and tank is in operation.
 - 1.2. Exterior
 - 1.2.1. The exterior is 98% complete.
 - 1.2.2. The following items will be completed when Weiser returns to the site to work on GWST#2:
 - 1.2.2.1. Install the screen and backup ring on overflow pipe.
 - 1.2.2.2. Install all signs.
 - 1.2.2.3. Install rung covers.
 - 1.2.2.4. Complete grounding protection.
 - 1.2.2.5. Install chime seal.
2. Yard Piping
 - 2.1. Yard piping between GWST #1 and 2 has been primed.
 - 2.2. No work has been performed on yard piping since the January report.
 - 2.3. Weiser is getting a price for laser ablation cleaning of the yard piping.
 - 2.4. Weiser plans to continue yard piping work when they return to the site for work on GWST#2.
3. Pressure Filters
 - 3.1. The work on pressure filters is 100% complete except for the coating of the manway covers and a few holidays and minor defects found this month. Weiser plans to paint the covers and address holidays/minor defects when they return to the site for work on GWST#2.
4. GWST #2
 - 4.1. Phoenix mobilized to the site on Wednesday, February 26, 2025.
 - 4.2. Materials arrived on Friday, March 7, 2025.
 - 4.3. To date work has consisted of the following tasks:
 - 4.3.1. Opened a man-lift equipment access into the tank.
 - 4.3.2. Took UT readings on tank floor around the perimeter of the wall. Floor thickness is good.
 - 4.3.3. Began installing the interior chime plates.

- 4.3.4. Removed sampling tap and cover.
- 4.3.5. Installed temporary scaffolding around the tank perimeter at the roof knuckle.
- 4.3.6. Removed the exterior ladder roof landing.
- 4.3.7. Begin assembly of roof plates on the ground.
- 4.4. Contractor estimates 3-4 weeks from March 10th to complete the “hot work”.

LEI Project No. 19-007 Water Storage Tanks Rehabilitation (Phase 1)

- 1. Warranty repair work to EWST#1 is complete.
- 2. Warranty repair work to EWST#2 on hold pending completion of interior inspection and receipt of a price quote from Weiser Industrial Coatings. Inspection work is in the process of being completed. LEI expect to receive the final inspection report on Friday March 14, 2025. LEI anticipates the week of March 17th will be used to review the report and make follow up inspections if required to investigate noted defects in more detail.
- 3. The tank should be able to be placed in service the week of March 24th.

LEI Project No. 22-003 2023 Water Line Upgrade Project (ARPA)

- 1. All easement plats have been completed. Currently, LEI is working on easement acquisition. Eighteen (18) of thirty three (33) parcels have been acquired. The acquisitions status by site is summarized as follows:
 - 1.1. Hopewell – 100% complete
 - 1.2. Paisley – 100% complete
 - 1.3. Oak Lake Drive – 5 of 6 is complete.
 - 1.4. Lori Lane – 100% complete.
 - 1.5. Langford Drive – 4 of 5 is complete.
 - 1.6. AA Meyers – 0 of 11 is complete.
 - 1.7. Moss Lane – 0 of 2 is complete.
- 2. The Preconstruction conference is scheduled for Thursday, March 20th at WWD#9 conference room. Contractor is tentatively planning for a Notice to Proceed date of Monday, April 7th. The NTP date will be determined at the preconstruction conference.