

Waterworks District 9 Ward 4 Meeting Minutes  
Regular Meeting  
Monday, April 14, 2025, 5:30 p.m. – Conference Room

The Board of Directors met in a regular meeting on Monday, April 14, 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.

Theresa Bell added the recent boil advisory as an agenda item to follow Lee Lancon.

Audience: Lee Lancon – Lancon Engineers, Inc.

**Lee Lancon – Lancon Engineers, Inc. Engineer Report**

- **Water Storage Tank Rehab (Phase 2)** – see engineers report
  - GWST#1 is approximately 99% complete.
  - The interior is 100% complete and the tank is in operation.
  - The exterior is 98% complete. The following items will be completed when the contractor (Weiser) returns to 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.
  - Yard Piping – primed. No work since January. Weiser is getting a price for laser ablation cleaning of piping. Work will resume when Weiser returns to work on GWST# 2.
  - Pressure Filters – Manway covers need to be coated and a few holidays and defects found this month will be addressed when Weiser returns to work on GWST# 2.
  - GWST# 2 – Phoenix completed hot work on the tank and demobilized on Wednesday, April 10, 2025.
  - There was a motion by Theresa Bell and seconded by Ray Taylor to ratify the approval of change order # 2 in the amount of \$ 5,200.00 for the removal and replacement of a portion of the overflow pipe inside and outside of GWST#2. Motion carried.
  - Weiser returned to the site on Friday, April 11, 2025. Currently working on the following:
    - Mobilizing equipment
    - Installing painters interior staging supports in new roof and interior staging.
    - Installing containment.
  - Weiser should be ready to begin interior blasting and prime coat Monday of next week. They estimate 5-6 weeks to complete the coating work.

**Lee Lancon – Lancon Engineers, Inc. Engineer Report (cont.)**

- **Water Storage Tank Rehab (Phase 1)** see engineers report
  - Warranty repair work to EWST#1 is complete.
  - Lee received Elite 360's final inspection report of EWST#2 on Wednesday, April 9, 2025. Reviewed the report and sent it to Greg Weiser on Thursday, April 10, 2025. Lee expects to get a price quote from Greg early this week.
  - Coating deficiencies noted in the report are attached as Exhibit A.
  - The tank is offline pending completion of coating repair work.
  - The Board does not want the original contractor to do the warranty repairs due to poor workmanship and the number of issues during the initial repairs.
  - Lee does not believe the work will need to be bid out due to the expected cost being under the bid threshold.
- **2023 Water Line Upgrade Project (ARPA)**
  - All the easement plats have been completed.
  - Twenty-eight (28) of thirty-three (33) easement acquisitions have been acquired.
  - Hopewell, Paisley, Lori, Langford and Moss Lane are 100% complete.
  - Oak Lake has been moved to the bottom of the execution list to give extra time for getting the last easement needed. Property is co-owned, and owner is not local. We are looking at reducing the easement width and boring under the property.
  - SPAR is waiting for their board meeting to approve easement, and Citgo is going thru the approval paperwork process.
  - The preconstruction conference was held on Thursday, March 27, 2025. The Notice to Proceed was issued and dated April 7, 2025. Project schedule is attached as Exhibit B.
  - The contractor mobilized and began clearing on the Paisley site.
  - The LONO for the Enterprise pipeline crossing on Paisley and Hopewell was received and is being reviewed by Jay.
- **Updating Mapping of the District Water Lines and new streets/subdivisions.**
  - Lee met with Jay and Jeremy last week. Jeremy gave Lee a spreadsheet with dimensions of some intersections.
  - Base maps have been converted to the new software.

**April 11, 2025, Boil Advisory** – There was a discussion about the boil advisory and customer response to the advisory and the notification of it. The office and Board members received a number of phone calls from concerned Carlyss residents. A considerable number of customers and our police juror were not signed up for alerts and stated they were not aware that we had them.

- The State came out and pulled samples on wells and in the district.
- There was a positive hit for Total Coliform on Oak Lake which triggered repeat testing on Thursday.

**April 11, 2025, Boil Advisory (cont.)**

- The repeat testing resulted in another positive for Total Coliform on Oak Lake and a positive for E. coli on Well #1.
- The distribution system never had a positive hit for E. coli.
- A boil advisory was issued to the District by the Department of Health and Hospital guidance. Well#1 was isolated from the system and shutdown until good samples clearing it are received.
- Jay shared pictures of the poor condition of both sample taps. The sample taps are considered compromised due to corrosion and foreign materials which could interfere with the quality of the samples.
- Deficient sample taps were changed prior to additional samples being taken.
- Saturday morning, Jay sampled the eight (8) sites, in the distribution system, given by the health department. One of those sites was the site on Oak Lake. All these samples came back negative allowing us to get out of the boil advisory on Sunday morning.
- The Health Department came out today (Monday) to pull five (5) samples from Well #1. All samples must come back negative to put the well back into service. Those results will be available tomorrow.
- Jay will change all samples taps in the District to CTS tubing with all chrome smooth nozzle bore to reduce potential future issues. There are 20-25 active sample taps.
- Kelly let the board know that approximately 2,100 customers are currently signed up for alerts.
- The front office is asking all customers that call in if they are signed up for alerts. If the customer is not signed up, the girls are asking them if they want to be signed up. Several people have signed up today.
- A sign will be placed in the foyer and on the drive-through window reminding customers to sign up for alerts.
- All new customers are asked if they want to sign up for alerts when starting service.
- A flyer will be mailed out to those who have not signed up, letting them know how to sign up.

**Kelly Riley - Report**

- **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 Steve Belshe to approve the payables. Motion carried.
- **Profit & Loss** – Reviewed and discussed.
- **Bank Reconciliation** – Kent reviewed bank reconciliations and signed off without any issues.
- **Policy Manuel (Emergency Pay Policy)** – Policy was not complete in time to present at board meeting. It will be sent to the board for approval via email once completed.
- **Ethics & Sexual harassment Online Training by Board Members**– No progress
- **Credit Card Processor** – Tabled till next month per Kelly. She has another company she needs to get with.

**Kelly Riley Report (cont.)**

- **2024-2025 LGAP and CWEF Applications** – Kelly let the board know that the approval time could take up to a year. Work must be done once approval is granted. Funds will not be reimbursed for work that was done prior to approval. We either wait or we just pull out of funding and pay for upgrades ourselves. The board wants to proceed with the identified security camera and system upgrade now, and if funds are approved, we can then add additional cameras to the premises. There was a motion by Theresa Bell and seconded by Richard Boenig to not withdraw application but to proceed with upgrades. Motion carried.
- **Computer Upgrades** – Kelly let the board know she is getting prices to upgrade the office computers and is also looking into changing IT services. Ray recommends upgrading the time clock computer also, so all computers were replaced at the same time. The Board would like to proceed with the computer replacement as well.

**Jay Picard – Plant/Field Update**

- **Drainage at Becky's Catering** – No progress, too wet.
- **Fire Hydrant Maintenance** – All hydrants from original impairment list are in working order. Additional impaired hydrants have been identified as the Carlyss Fire Department is proceeding with the annual flushing and pressure and flow survey. These are being communicated to Jay and are being worked into our work schedule. Additional hydrants have been ordered to maintain an inventory and facilitate timely future repairs.
- **Loop on Miller** – Install is complete, and line is in service.
- **Improved Security for Office (cameras):** Scope and Quote will be confirmed, and work will proceed now, not waiting on grant funding.

Last week the health department came out to pull samples.

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

Water Works District No. 9, Ward 4  
Engineer's Report for April 14, 2025, Board Meeting  
Report issued: April 14, 2025

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

1. GWST#1 – No work was performed on GWST#1. 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.
    - 1.2.3. Weiser returned to the site on Friday, April 11, 2025.
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.
  - 2.5. Weiser returned to the site on Friday, April 11, 2025.
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.
  - 3.2. Weiser returned to the site on Friday, April 11, 2025.
4. GWST #2
  - 4.1. Phoenix completed hot work on the tank and demobilized from the site on Wednesday, April 10, 2025.
  - 4.2. Board needs to ratify their approval of Change Order No. 2 in the amount of \$5,200.00 for the removal and replacement of a portion of the overflow pipe inside and outside of GWST#2.
  - 4.3. Weiser returned to the site on Friday, April 11, 2025. They are currently working on the following:

- 4.3.1. Mobilizing equipment.
- 4.3.2. Installing painters interior staging supports in new roof and interior staging.
- 4.3.3. Installing containment.
- 4.4. Weiser should be ready to begin interior blasting and prime coat Monday next week.
- 4.5. Weiser estimates 5-6 weeks to complete the coating work.

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

- 1. Warranty repair work to EWST#1 is complete.
- 2. Received Elite 360's final inspection report Wednesday evening, April 9, 2025. Reviewed the report and sent it to Greg Weiser on Thursday, April 10, 2025. Discussed report and contractor's planned scope of work with Greg and Jay on Friday, April 11, 2025. Expect to get Greg's price quote early this week.
- 3. Coating deficiencies noted in the report are attached hereto as Exhibit A
- 4. The tank is off line pending completion of coating repair work.

**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. Twenty eight (28) 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 – 100 % is complete.
  - 1.6. AA Meyers – 7 of 11 is complete.
  - 1.7. Moss Lane – 100% complete.
- 2. The Preconstruction conference was held on Thursday, March 27<sup>th</sup> at WWD#9 conference room. The Notice to Proceed was issued and date is April 7, 2025. Refer to the project schedule attached as Exhibit B.
- 3. The contractor mobilized today and began clearing on the Paisley Site.
- 4. The LONO for the Enterprise pipeline crossing on Paisley and Hopewell was received and is being reviewed by Jay. I asked that the document be revised to be addressed to Jay Picard.

**Project Assessment For:**

Water Storage Tank #2 Mosswood Dr

Rehabilitation Phase 1

Project Number 19-007-E03

**Owner:**

Water Works District No. 9 of Ward 4

**Prepared By:**  
**Elite 360 Construction Services**  
**Lake Charles, LA**

**Contracted By:**  
**Lancon Engineers, INC**  
**Westlake, LA**

**Date: April 9, 2025**

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## **Introduction**

### **Purpose of Scope**

In May 2024, Travis Miller, AMPP Senior Coating Specialist at Elite 360 Construction Services, was contracted by Lancon Engineers, Inc. to perform inspections on the exterior and interior substrates of two elevated water tanks. Tank #1 is located at Volunteer Rd., and Tank #2 is located at Mosswood Drive. The inspection involved assessing the existing conditions, documenting findings, and providing repair recommendations based on observed conditions. All services, including this report, were conducted by Elite 360 Construction Services under the supervision of Travis Miller, AMPP Senior Coatings Specialist.

### **Method of Inspection**

A comprehensive visual inspection was conducted on both the interior and exterior coatings of the tank. Dry film thickness (DFT) measurements were taken in accordance with SSPC-PA 2 standards to verify coating thickness. Additionally, a low-voltage holiday test was performed on accessible interior surfaces to detect any discontinuities in the coating. The inspection, performed in accordance with SSPC, NACE/AMPP, and ASTM standards, identified coating deficiencies. These findings, along with photographic documentation and repair recommendations, are included in the attached report.

## **General Description of the Structure**

**Tank #2**, located on Mosswood Dr., stores 500,000 gallons of water serving Water Works District No. 9 of Ward 4. The tank underwent repairs in July 2023 by Stephens TPS, Inc. This annual report is conducted to identify any defects while the tank is still under warranty.



## Summary Report

### Exterior of a 500,000-Gallon Elevated Water Tank

This summary captures the key findings from the inspection of the exterior of the 500,000-gallon elevated water tank, highlighting areas requiring attention and potential maintenance.

#### Voids to Bare Metal / Rusting:

- Handrails:** Identified mild rusting and mechanical damages on the handrails approximately 50 LF.
- Catwalk:** Identified voids exposing bare metal covering approximately 5 SF.
- Hatches:** Identified voids exposing bare metal covering approximately 2 SF.
- Vent:** Identified voids exposing bare metal covering approximately 2 SF.
- Ladders:** Identified voids exposing bare metal covering approximately 100 SF.
- Turnbuckles:** Identified voids exposing bare metal covering approximately 20 SF.
- Overflow:** Identified voids exposing bare metal covering approximately 1 SF.
- Water Level Indicator:** Identified voids exposing bare metal covering approximately 2 SF.

**Approximately SF = 200 SF**

## Summary Report

### Interior of a 500,000-Gallon Elevated Water Tank

This summary captures the key findings from the inspection of the interior of the 500,000-gallon elevated water tank, highlighting areas requiring attention and potential maintenance.

#### Interior Damaged Components:

- Ladder Safety Climb System:** Identified severally corrode carbon steel bracket.
- Recommendation:** Remove corroded carbon steel bracket and install stainless steel bracket.

#### Voids to Bare Metal / Rusting:

- Ceiling:** Identified mild rusting on the ceiling near the vent approximately 5 SF.
- Wall Substrate:** Identified voids exposing bare metal covering approximately 30 SF.
- Bowl Floor:** Identified voids exposing bare metal covering approximately 10 SF.
- Riser Interior:** Identified voids exposing bare metal covering approximately 50 SF.
- Ladder:** Identified voids exposing bare metal covering approximately 100 SF.

#### Blistering:

- Catwalk Manway:** Identified blistering around the manway covering approximately 3 SF.
- Bowl Floor:** Identified blistering on the floor covering approximately 100 SF.
- Riser/ Riser Floor:** Identified blistering on the riser substrate, covering approximately 300 SF.



## Summary Report

### Interior of a 500,000-Gallon Elevated Water Tank

This summary captures the key findings from the inspection of the interior of the 500,000-gallon elevated water tank, highlighting areas requiring attention and potential maintenance.

#### Delamination:

- **Bowl Floor:** Identified delamination exposing intermediate coating application approximately 1 SF.
- **Cone:** Identified delamination exposing intermediate coating application approximately 1 SF.

**Approximately SF = 600 SF**



## **Exterior Recommendations**

All recommendations were supplied by the coating manufacturer Tnemec.

### **Mud-Cracked areas**

1. Clean to remove all soluble surface contaminants.
2. Power tool clean to remove mud-cracked coating to bare metal.
3. Apply the following coating system:
  - First coat: Tnemec Series 94-H2O Hydro-Zinc at 2.5 - 3.5 dry mils
  - Second coat: Tnemec Series 21 Epoxoline at 2.0 -3.0 dry mils
  - Third coat: Tnemec Series 73/1095 Endurashield 2.0 -3.0 dry mils
  - Top coat Tnemec - Series 700 Hydroflon at 2.5 -3.0 dry mils

### **Spot Areas**

1. Solvent wipe as required to remove all soluble surface contaminants.
2. Spot power tool clean to bare metal all failed areas in accordance with SSPC-SP11.
3. Feather edge.
4. Apply Tnemec Series 94 Hydro-Zinc at 2.5-3.5 dry mils. Effort to be made to minimize overlap onto the existing coating.
5. Apply two coat of Tnemec Series 21 Epoxoline at 4-6 dry mils per coat.



## **Interior Recommendations**

All recommendations were supplied by the coating manufacturer Tnemec.

### **Blistered Areas**

1. Clean as required to remove all soluble surface contaminants.
2. Abrasive blast all surfaces in accordance with SSPC-SP10 Near White Metal Blast Cleaning.
3. Brush blast six inches onto the remaining existing coating to uniformly profile.
4. Feather-edge.
5. Apply Tnemec Series 94 Hydrozinc at 2.5-3.5 dry mils to all bare steel. Effort to be made to minimize overlap onto the existing coating.
6. Stripe coat with Tnemec Series 21 Epoxoline.
7. Apply one coat of Tnemec Series 21 Epoxoline at 12-15 dry mils and carry six inches onto the existing coating.

### **Spot Areas**

1. Solvent wipe as required to remove all soluble surface contaminants.
2. Spot power tool clean to bare metal all failed areas in accordance with SSPC-SP11.
3. Feather edge.
4. Apply one coat of Tnemec Series FC22 Epoxoline (touch-up Kit) at 30-40 dry mils.

### **Topcoat Failure (Defined as areas where the underlying coats are intact, but the topcoat is poorly bonded.)**











1. Clean as required to remove all soluble surface contaminants.
2. Spot abrasive blast all failed areas with a fine abrasive to remove all failed and poorly bonded coatings.
3. Reapply Series 21 topcoat to achieve specified film thickness.





**HACKLEY**  
— ENTERPRISES, LLC —  
CONSTRUCTION



2023 Waterline upgrade			Waterworks District NO. 9 of Ward 4 2023 Water Line Upgrade. Project LEI Project NO. 22-003							Print Date; 14-Apr-25 15:25												
Activity ID		Activity Name		Original Duration	Activity % Complete	Start	Finish	Project Area	Calendar	April 2025					May 2025				June 2025			
										30	06	13	20	27	04	11	18	25	01	08	15	22
<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div></div>	MN2770	Order Tapping Sleeves & Valves 7 days leadtime	70	0%	23-Apr-25	01-May-25	Lori	5x10						Order Tapping Sleeves & Valves 7 days leadtime							
	<div></div>	MN2790	Install Tapping Sleeve & Tap on existing water	16	0%	02-May-25	05-May-25	Lori	5x10						Install Tapping Sleeve & Tap on existing water							
	<div></div>	MN2780	Fuse Piping	10	0%	06-May-25*	06-May-25	Lori	5x10						Fuse Piping							
	<div></div>	MN2810	Directional Drilling	20	0%	07-May-25	08-May-25	Lori	5x10						Directional Drilling							
	<div></div>	MN2750	Mobilization	10	0%	07-May-25*	08-May-25	Lori	5x10						Mobilization							
	<div></div>	MN2760	Install Road Construction Signage	10	0%	07-May-25	08-May-25	Lori	5x10						Install Road Construction Signage							
	<div></div>	MN2820	Open Trench Waterline installation	50	0%	09-May-25	15-May-25	Lori	5x10						Open Trench Waterline installation							
	<div></div>	MN2830	Form & Pour Concrete deadman on existing water line	10	0%	16-May-25	16-May-25	Lori	5x10						Form & Pour Concrete deadman on existing water line							
	<div></div>	MN2840	Presure UP & Sanatize New Waterline	50	0%	19-May-25	23-May-25	Lori	5x10						Presure UP & Sanatize New Waterline							
	<div></div>	MN2850	Transfer water meter	8	0%	26-May-25	26-May-25	Lori	5x10						Transfer water meter							