

Waterworks District 9 Ward 4 Meeting Minutes
Regular Meeting
Monday, May 19, 2025, 5:30 p.m. – Conference Room

The Board of Directors met in a regular meeting on Monday, May 19, 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 and Theresa Bell. The following member was absent: Ray Taylor.

The Invocation was led by Theresa Bell followed by the Pledge of Allegiance.

Audience: Steve DeRouen – Steven M. DeRouen & Associates LLC
Lee Lancon – Lancon Engineers, Inc.

Steve DeRouen – 2024 Financial Audit

Steve DeRouen presented the 2024 Financial Audit to the Board. He gave an unmodified opinion which is a positive thing. There were no issues of non-compliance.

Steve has the following recommendations (not mandatory):

- List of water bill adjustments for the board each month; if any.
- Have two people sign off to significant purchases not already approved by the board.

These recommendations will be added to the policy and procedure manual.

Lee Lancon - Lancon Engineers, Inc.

- **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 Weisser 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 – Piping between GWST #1 and #2 has been primed.
 - No work was performed on yard piping from January 13, 2025 through April 11, 2025.
 - Weiser has cleaned (by laser ablation) and primed approximately 30% of the yard piping. Laser ablation is going slower than expected.
 - Weiser plans to continue yard piping work when they return to work on GWST #2.
 - Pressure Filters – The work on the pressure filters is 100% complete except for the coating of the manway covers and a few holidays and defects found this month. Weiser plans to paint the covers and address holidays/minor defects when they return to work on GWST #2.
 - Weiser plans to abrasive blast, prime and coat the interior surface of the manway covers this week so Jay can install them.

- Coating of the exterior surface shall be performed the following week once they have been installed.
- GWST #2 - Weiser has completed abrasive blasting and coating for the tank interior.
- Weiser performed Holiday Testing on the interior coating on May 12, 2025, in the presence of LEI's on-site representative. All noted pin holes have been repaired.
- The tank will not be put back in service until the exterior coating is complete.
- The exterior containment system has been installed.
- Due to the forecasted winds for the week on May 12th, Weiser moved their equipment and crew to EWST #2 on Mosswood to begin repair work on the tank interior.
- Weiser plans to move equipment back to GWST #2 on Tuesday, May 20th, and begin abrasive blast and prime coat on the exterior surface. The crew plans to work through the upcoming weekend.

Lee recommended to the board to give Phoenix additional time to complete the work on Phase 2 due to the original timeline not being correct and to allow for weather days. There was a motion by Steve Belshe and seconded by Theresa Bell to give Phoenix an additional 88 days to complete the project. Motion carried.

- **Repairs to Elevated Tower on Mosswood**

- The Board approved the proposal from Weiser for making repairs to EWST #1 at a special meeting held on April 28, 2025. A Purchase Order was issued for the work on April 30, 2025.
- As of the end of day on May 19, 2025, Weiser has performed the following work:
 - The abrasive blast and prime coat on the interior surface of the bottom tail section up to the weld seam at the floor knuckle sheets, cone and riser. As of today, all these areas have been primed.
- Weiser will continue to work on the interior intermediate coat and finish coat during periods when work cannot be performed at GWST #2 due to high winds.

- **2023 Water Line Upgrade Project (ARPA)**

- The bores have been done on Paisley Parkway, Hopewell and Lori Lane.
- The next streets in line are Langford and Oak Lake.
- Lee suggests having a meeting with Mike to let him know they are only allowed to do one bore at a time. Due to not having the manpower to do the tie ins in a timely manner.
- Steve Belshe asked at what point and time can we cancel the contract if the work is not up to quality. Lee told the board to let them complete the work they have started and we will evaluate it then.

- **District Maps**

- LEI has had several meetings with Jay and Jeremy

Kelly Riley – Reports

Minutes – Minutes from the regular meeting were reviewed. There was a motion by Richard Boenig and seconded by Theresa Bell to approve the minutes with the following correction: Fecal Coliform should have been Total Coliform. The sample on Oak Lake never tested positive for Fecal Coliform. Motion carried.

Minutes for the special meeting were reviewed. There was a motion by Steve Belshe and seconded by Theresa Bell to approve the minutes as presented. Motion carried.

Payables – Payables were reviewed and discussed. There was a motion by Steve Belshe and seconded by Richard Boening to approve payables. Motion carried.

Profit & Loss – Reviewed and discussed

Bank Reconciliation – Steve reviewed the bank reconciliations and signed off without any issues.

Policy Manual – Kelly let the board know there were some changes/updates to some of the policies. Once a section is complete it will be sent to the board via email for review.

Ethics & Sexual Harassment Online Training by Board Members – No progress

Computer Upgrades – Computers have been ordered (6 desktops & 1 laptop)

Kent asked about internet upgrade. Kelly let him know the install is complete. A new sonic wall was ordered and will need to be installed before we will have access to full internet speed.

Jay Picard – Plant/Field Updates

Drainage at Becky's Catering – Work is complete. Rock was put in ditch and driveway. Steve mentioned he had driven by Becky's once work was complete. There was an event that had inflatable water slides. He mentioned a truck with a trailer was stuck in the yard. He stated he received a call from Becky, asking when we would fix the ruts in her yard. The ruts cause from the work done on the elevated tower were fixed by R. Cloud in November of 2023. Becky has not mentioned anything about the ruts not being repaired until now.

Improved Security for Office/Plant - No progress.

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

Water Works District No. 9, Ward 4
Engineer's Report for May 19, 2025, Board Meeting
Report issued: May 19, 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 was performed on yard piping from January 13, 2025 through April 11, 2025.
 - 2.3. Weiser has cleaned (by laser ablation) and primed approximately 30% 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.
 - 3.3. Weiser plans to abrasive blast, prime, and coat the interior surface of the manway covers this week so that Jay can install them. Coating of the exterior surface shall be performed the following week once they have been installed.
4. GWST #2
 - 4.1. Weiser has completed abrasive blasting and coating for the tank interior.

- 4.2. Today, May 12, 2025, Weiser performed Holiday Testing on the interior coating on May 12, 2025 in the presence of LEI's on-site representative Jonathan Tomassi. All noted pin holes have been repaired.
- 4.3. The exterior containment system has been installed.
- 4.4. Due to high winds noted on Monday, 5/12/2025 and the forecast for continued high winds for remainder of the week Weiser moved their equipment and crew to the EWST#2 site on Mosswood Drive and began repair work on the tank interior. Refer to "Repairs to Mosswood Elevated Water Tower" below for additional information.
- 4.5. Due to the forecast for favorable weather and the completion of interior abrasive blast and prime coat on EWST#2 at Mosswood, Weiser plans to move equipment back to the GWST#2 site on Tuesday, May 20th and begin abrasive blast and prime coat on the exterior surface. The crew plans to work through the upcoming weekend.

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

1. Contractor received HDPE pipe and PVC pipe for project construction on April 29, 2025. The Contractor has installed the HDD bore on Paisley Parkway, Hopewell Drive, and Lori Lane which was completed on 5/8/2025.
2. The Contractor's plan is to continue with the installation of the new water lines and appurtenances on these three (3) streets completing one (1) at a time beginning with Paisley, then Hopewell, and then with Lori Lane. He plans to complete these streets by the end of May weather permitting.
3. The next streets in line are Langford and Oak Lake Estates.

Repairs to the Mosswood Elevated Water Tower

1. The Board approved the Weiser Proposal for making repairs to EWST#1 Mosswood at their special board meeting on April 28, 2025, and issued Weiser a Purchase Order for the work on 4/30/2025.
2. As of the end of today, May 19, 2025, Weiser has performed the following work:
 - 2.1. Completed the abrasive blast and prime coat on the interior surface of the bottom tail section up to the weld seam at the floor knuckle sheets, cone, and riser.
3. Weiser plans to move equipment and crew back to GWST#2 tomorrow and resume abrasive blast and prime coat on the exterior surface on Wednesday, May 21, 2025.
4. Weiser will continue work on interior intermediate coat and finish coat during periods when work cannot be performed at the GWST#2 site due to high winds.

LEI Project No. 23-006 Update District Water Map

1. LEI is continuing work on upgrading the map and details. LEI has had several meetings with Jay and Jeremy to review map details and compare those to Jeremy's latest field measurement noting the differences and corrections needed to update the map and details. The focus has been on identifying and correcting the existing map and details and this work will continue over the next few weeks. Jeremy will need to obtain additional field measurements of existing details for clarification purposes and provide that information to LEI. Once the revisions to the existing details are complete the focus will shift to reviewing and/or providing information for development of new details for water lines installed after the existing details were developed.