

Waterworks District 9 Ward 4 Meeting Minutes

Regular Meeting

Monday, January 12, 2026 – 5:30 p.m.

The Board of Directors met in a regular meeting on Monday, January 12, 2026, in the conference room located at 4015 Sherry Street, Sulphur, LA. President Kent Chamblee presided with the following members present: Richard Boenig, Steve Belshe, Kent Chamblee, Theresa Bell and Ray Taylor (phone).

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

Audience: David Bruchhaus – Mudd Bruchhaus & Keating Law Firm
Jake Smith – Insurance Unlimited
Lee Lancon – Lancon Engineers, Inc.

David Bruchhaus – Mudd Bruchhaus & Keating Law Firm

Mr. Bruchhaus introduced himself to the board. He has been an attorney for 30 years and has been involved with several governmental agencies. He let the board know some of the entities that he has represented. He also mentioned to the board the types of cases he does not do which include criminal, bankruptcy, bond work or divorce. There are seven (7) lawyers in his firm. His firm bills according to the Attorney Generals hourly rate and will also get approval prior to working on anything that is billable.

Jake Smith – Insurance Unlimited

Insurance Unlimited was purchased by World Insurance.

- There have been no changes on the commercial side. Mainly corporate changes in workflow and training.
- Edie Robison has retired, and Craig Martel will take over his position on our account. Catherine will continue to be our account manager.
- Jake presented the Property/Auto Insurance Renewal for 2025-2026 to the board.
- The premium increased 6.8%. Current premium is \$139,485.00. The main increase was in property value.
- Jake also let the board know the value of the buildings has increased. He is waiting on final appraisal results from a third-party appraiser (should be conducted by 1/31/26). Jake does not believe there will be a drastic change in premium.
- Jay informed that Jim Camp with Gladfelter Insurance came to us December 22, 2025 and Jeremy escorted them around.
- Cyber threat policy is a flat renewal, and is part of the policy again. The premium for the cyber policy is \$ 3,750.48.
- The auto premium does not account for uninsured motorists. Kelly will need to sign and return the form allowing uninsured motorists to be added back to the policy. To add uninsured motorists back to the policy, the premium will increase \$2,353.00.
- The board will approve final amount at February's meeting. The insurance is due Feb15th.

Lee Lancon – Lancon Engineers, Inc.

- **Water Storage Tank Rehab (Phase 2) (see Engineers Report)**
 - **Mosswood Elevated Water Tower:** Jay noted the water level indicator is not working properly. LEI will notify Weiser and discuss getting it fixed.
 - **GWST #1** Nothing to report

Lee Lancon – Lancon Engineers, Inc. Engineering Report (continued.)

- **GWST #2**
 - **Partial Substantial Completion for items of work not deferred until Fall 2025:**
Lee received the Clear Lien Certificate from Phoenix. Pay application for work performed between 8/1/25 and 11/30/25 and for retainage was
 - **Substantial Completion for items of work completed during Fall 2025 (8/1/25-11/30/25) as identified in Change Order No.1:**
 - An inspection was performed on January 5, 2026. Per the inspection, the following punch list items were noted
 - The water level indicator for GWST#2 is not functioning.
 - The final coat of paint on the pressure filters is map cracked exposing the intermediate coat of paint.
 - Lee sent photos & videos that were taken to Brandon (TNEMEC). He also spoke with Greg Weiser; he has the photos and videos to review also.
 - Lee is waiting to hear back from Brandon with recommendations.
 - Acceptance of Substantial Completion will be pushed to the February meeting.
- **2023 Water Line Upgrade Project (see Engineers Report)**
 - Contractor continued to work on Langford Drive and Carbide and began working on E. Moss Lane and Areno Road.
 - **Langford Drive** – Contractor repaired settlement in aggregate drive.
 - **Carbide Drive** – Connected the existing 4-inch loop to the new water line, installation of new water service connections, fine grading, abandonment of existing 2-inch water line. Steve mentioned hydroseeding has been done. Carbide is substantially complete.
 - **E. Moss Lane** – Contractor worked on installing the 10”x120’ water line by HDD bore across LA27 and 10” x10” TS&V tie-in to the existing 10” water line and approximately 180’ of 8” water line by open cut. In general, the remaining work includes installation of 8” water line and appurtenances, installation of new fire hydrant and appurtenances, installation of new water service lines and appurtenances, flushing and pressure testing the entire new water line, disinfection of the new water line and appurtenances, site grading and cleanup and hydroseeding. Work on this site is expected to be completed by the end of January.
 - **Areno Road** – Contractor worked on clearing the site and locating the existing 3” water line. Work at this site is expected to be completed by the end of January.
 - Through 12/31/25, by amount paid, the project appears to be 11.07% ahead of schedule. The contractor anticipates completing the project on April 20, 2026.
 - A construction status meeting was held on Tuesday, January 6, 2026, with the Contractor, WWD#9 representatives and LEI representatives.

Update District Water Maps

- LEI estimated that the map updates would be completed by December 31, 2025. Questions on five locations were discovered and relayed to Jeremy by LEI representative Cathy Hill. Once those questions are resolved, the maps will be completed.

- Map updates to include as-built information for the ARPA project will continue until approximately 30 days after the ARPA project is complete.

Kelly Riley – Reports

- **Minutes** – Minutes were reviewed. There was a motion to approve the minutes as presented by Ray Taylor and seconded by Richard Boenig. Motion carried.
- **Payables** – Payables were reviewed and discussed. There was a motion by Ray Taylor and seconded by Steve Belshe to approve payables. Motion carried.
- **Profit & Loss** – Reviewed and discussed.
- **2026 Budget Review & Approval** – Theresa presented the final draft of the budget to the board. There was a motion by Steve Belshe and seconded by Ray Taylor to approve the 2026 Budget as presented. Motion carried.
- **ARP Project Reimbursement from Parish** – Partial payment was received in December for Pay Application #7. They reduced the application by the entire cost of the change order, not the difference in refunded scope and final scope. Theresa will talk to the Parish Administrator about this issue. The scope of the project didn't change. The engineering details of how the scope was accomplished changed.
- **Bank Reconciliation** – Steve reviewed the bank reconciliations and signed off without any concerns.
- **Policy Manuel** – No progress
- **Water Bill Adjustments** – No adjustments for the month of December.

Jay Picard – Plant/Field Updates

- **Building at Tower on Volunteer** – Concrete was poured on 1/12/26. Jay will get with contractor once slab is cured to set up time to have building installed.
- Kent asked Jay about a driveway on Green Leaves. Jay spoke with customer about replacing driveway. Jay told him the district would not replace it due to the damage from years ago. Rock was placed where repair was done. Customer was told to wait to drive over rock by the Water District. He did not wait and caused ruts. Kent stated he would contact the customer. Jay let him know the customer is good with repairs now.
- Richard asked about a repair on Miller. Jay let him know it was leaking at a tapping sleeve.

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

Water Works District No. 9, Ward 4

Engineer's Report for January 12, 2026, Board Meeting

Report issued: January 12, 2026

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

1. GWST#1 – Weiser Industrial Coatings, Inc., Phoenix's subcontractor, returned to the site on Wednesday 11-12-2023 and began work on completing the project. They finished up and left the site on Tuesday 11-23-2025. 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 100% complete.
 - 1.2.2. The following is a list of pay items and punch list items that were completed:
 - 1.2.2.1. Completed repair of mic-catalyzed area on GST#1 lower ring and around ladder.
 - 1.2.2.2. Completed the Chime Seal installation on GST#1.
 - 1.2.2.3. Completed the repair of the Level Indicator Float on GST#1.
 - 1.2.2.4. Completed the Installation of all signs on GST#1.
 - 1.2.2.5. Provided Engineer with thickness check report on the floor for GST#1 and GST#2.
 - 1.2.2.6. Provided Engineer with all DFT verification reports for the interior and exterior coatings.
2. Yard Piping
 - 2.1. As of November 23, 2025, the Yard Piping work is 100% complete.
3. Pressure Filters
 - 3.1. As of November 23, 2025, the Pressure Filters work is 100% complete.
4. GWST #2
 - 4.1. As of November 23, 2025, GWST#2 is 100% complete except for the level indicator float.
 - 4.2. The following is a list of pay items and punch list items that were completed:
 - 4.2.1. Completed the Chime Seal installation on GST#2.
 - 4.2.2. Install the Level Indicator Float and equipment. The level indicator equipment was installed; however, one (1) of the guide cables became detached from the roof and so it is not functioning correctly. This work was not complete and will be completed when they return for the 1 year tank warranty inspection.
 - 4.2.3. Provided Engineer with thickness check report on the floor.
 - 4.2.4. Provided Engineer with all DFT verification reports for the interior and exterior coatings.

5. Change Order No. 4
 - 5.1. Change Order No. 4 was fully executed on September 15, 2025.
6. Partial Substantial Completion for items of work not being deferred until Fall 2025
 - 6.1. The Clear Line Certificate for the Certificate of Substantial Completion Form and attachments that were fully executed on September 15, 2025, and were recorded with the Clerk of Court on September 15, 2025 and was received by the Engineer on December 15, 2025. Upon receipt of the Clear Lien Certificate LEI prepared the Contractor's Application for Payment No. 10 for work performed between August 1, 2025 and November 30, 2025 and for retainage being held for those items of work included in the Certificate of Substantial Completion dated September 15, 2025.
7. Substantial Completion for items of work completed during the Fall of 2025 (8-1-2025 thru 11-30-2025) as identified in Change Order No. 1.
 - 7.1. A substantial completion inspection for the items of work completed during the Fall of 2025 (8-1-2025 thru 11-30-2025) by Lee Lancon, Jonathan Tommasi, and Jay Picard on Tuesday, January 5, 2026. As per the inspection the following punch list items were noted:
 - 7.1.1. The water level indicator (Float system) for GWST#2 is not functioning.
 - 7.1.2. The final coat of paint on the surface of pressure filters is map cracked exposing the intermediate coat of paint.

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

1. Contractor continued working on Langford Drive and Carbide Drive and began working on E. Moss Lane and Areno Rd.
2. Langford Drive – Contractor repaired settlement in aggregate drive near station 19+25.
3. Carbide Drive – Worked on connecting the existing 4-inch loop to the new water line, installation of new water service connections, fine grading, abandonment of existing 2-inch water line and final dress-up of the site. In general, the remaining work includes fine grading and final dress up of the site, and hydroseeding of all disturbed areas. Work on this is expected to be completed by the end of January.
4. E. Moss Lane – Contractor worked on installing the 10" x 120' Water Line by HDD bore across LA 27 and 10"x10"TS&V tie-in to the existing 10" Water Line and approximately 180' of 8" water line by open cut. In general the remaining work includes installation of 8" water line and appurtenances, installation of new fire hydrant and appurtenances, installation of new water service lines and appurtenances, flushing and pressure testing the entire new water line, disinfection of the new water line and appurtenances, site grading and cleanup, and site hydroseeding. Work on this site is expected to be completed by the end of January.
5. Areno Road – Contractor worked on clearing the site and locating the existing 3" water line. Work at this site is expected to be complete by the end of January.
6. Through 12/31/2025, approximately 73.25% of the construction contract dollars have been earned and approximately 62.18% of the construction contract time has lapsed. The project appears to be 11.07% ahead of schedule. Change Order No. 1 increased the contract time by 21 calendar days from 365 to 386 calendar days. Based on this information the estimated date for completion of the project is April 28, 2026, in lieu of April 7, 2026. As per the Contractor's updated schedule, he

anticipates completing the project on March 9, 2026. October 1, 2026 is the Grant Administrator's Construction Deadline.

7. A construction status meeting was held on Tuesday, January 6, 2026, with the Contractor, WWD#9 representatives, and LEI representatives.

Repairs to the Mosswood Elevated Water Tower

1. The repair work is completed, and the tower is back in service.
2. Jay noted that the water level indicator is not working properly. LEI will notify Weiser and discuss getting it fixed.

LEI Project No. 23-006 Update District Water Map

1. LEI estimated that the map updates to address all information received by Jay and Jeremy would be completed by December 31, 2025. Questions on five locations were discovered and relayed to Jeremy by LEI representative Cathy Hill. As soon as those questions are resolved the maps will be completed.
2. Map updates to include as-built information for the ARPA project will continue until approximately 30 days after the ARPA project is complete.