

Waterworks District 9 Ward 4 Meeting Minutes  
Regular Meeting  
Monday, April 13, 2026 – 5:30 p.m.

The Board of Directors met in a regular meeting on Monday, April 13, 2026, in the conference room located at 4015 Sherry Street, Sulphur, LA. President Kent Chamblee presided with the following members present: Richard Boenig, Kent Chamblee and Steve Belshe. The following members were absent: Theresa Bell and Ray Taylor.

The Invocation was led by Richard Boenig followed by the Pledge of Allegiance.

Audience: Lee Lancon – Lancon Engineers, Inc. (LEI)

**Lee Lancon - Lancon Engineers, Inc. (LEI)**

**Water Storage Tank Rehab (see engineers report)**

- The work completed during the fall of 2025 was accepted as substantially complete by the board at the meeting on March 9, 2026.
- Lee received the signed Certificate of Substantial Completion from the contractor. It was given to Kent, during this meeting, for his signature. It will be recorded with the Clerk of Court tomorrow, which will begin the 45-day lien period.

**2023 Water Line Upgrade Project (ARPA) (see engineers report)**

- The contractor's focus has been on AA Meyers. To date all new water lines, fire hydrants, and service saddles have been installed. System pressure tests have been performed and met specifications. Contractor is working on system disinfection. They will flush lines in the morning. If everything goes as planned, they will take a water sample and should hear back from Health Dept on Wednesday. LEI anticipates the work of AA Meyers Road to be substantially completed by April 24<sup>th</sup>.
- If services are tied in by the end of next week, LEI will declare it substantially complete and will have a certificate of substantial completion to act on at the May meeting.
- Through 3/31/26, the project appears to be on schedule.
- The regularly scheduled construction status meeting was not held on Tuesday, April 7, 2026.

**Mosswood Tower**

- Level indicator is not working properly. Jay stated they use gauges to monitor this tower, so they do not necessarily need to indicator on the outside of the tower.

**Update District Water Maps**

- Questions on five locations were discovered and relayed to Jeremy. LEI representative Cathy Hill is working with Jeremy to get answers to those questions.

**Kelly Riley – Reports**

**Minutes** – Minutes were reviewed. There was a motion to approve the minutes as presented by Richard Boening and seconded by Steve Belshe. 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.

**ARP Project Reimbursement from Parish** – \$ 126,141.00 was received in the month of March.

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

**Policy Manuel** – No progress

**Online Sexual Harassment/Ethics Training for Board Members** – Richard Boening completed all required online training.

**Water Bill Adjustments** – No adjustments for the month of March.

**Jay Picard – Plant/Field Updates**

Jay did not have anything to present to the board.

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

Water Works District No. 9, Ward 4

Engineer's Report for April 13, 2026, Board Meeting

Report issued: April 13, 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.
5. Change Order No. 4
  - 5.1. Change Order No. 4 was fully executed on September 15, 2025.
6. Substantial Completion for items of work completed during the Fall of 2025 (8-1-2025 through 11-30-2025) as identified in Change Order No. 1.
  - 6.1.1. The work completed during the Fall of 2025 (8-1-2025 through 11-30-2025) was accepted as substantially complete by the Board at their meeting on March 9, 2026.
  - 6.1.2. The Certificate of Substantial Completion that was sent to the Contractor for approval on February 27, 2026 was received on April 9, 2026 and is being provided to Kent

Chamblee for signature at this meeting. It will be recorded with the Clerk of Court tomorrow beginning the 45-day lien period.

- 6.1.3. The report on additional paint samples obtained by Brandon Lomasnee last month has not been received. LEI has requested a status update on the report and Brandon is checking on it.

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

1. Since the last meeting the Contractor's focus has been on AA Meyers Road. To date all new water lines, fire hydrants, and service saddles have been installed. System pressure tests have been performed and met specifications. Contractor is working on system disinfection. We anticipate the work on AA Meyers Road to be substantially completed by April 24<sup>th</sup>.
2. Through 03/31/2026, approximately 91.46% of the construction contract dollars have been earned and approximately 93.26% of the construction contract time has lapsed. The project appears to be on 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 April 22, 2026. October 1, 2026, is the Grant Administrator's Construction Deadline.
3. The regularly scheduled construction status meeting was not held on Tuesday, April 7, 2026.

**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. Working with Jeremy to get answers to those questions.
2. Map updates to include as-built information for the ARPA project and will continue until approximately 30 days after the ARPA project is complete.