

Carlyss Water Board Meeting Minutes
Regular Board Meeting
Monday, December 12, 2022
5:30pm – Conference Room

The Board of Directors met in a regular meeting on Monday, December 12, 2022 in the conference room located at 4015 Sherry Street, Sulphur, La., with Vice President Kent Chamblee presiding with the following members present: Ray Taylor, Theresa Bell, Kent Chamblee and Richard Boenig.

Absent: Larry Mouton and Alice Webb

The Invocation was led by Kent Chamblee followed by the pledge of allegiance.

Audience: Becky Fusilier – Becky’s Catering
Micah Lowery and Captain Josh Lowery – Carlyss Fire Department
Lee Lancon – Lancon Engineers, Inc.

A. Becky Fusilier a Business Owner and Resident in Carlyss came before the Board of Directors to discuss the damages from the Contractors doing repairs (painting, welding, sandblasting) on the Elevated Tower on Volunteer Road. Ms. Fusilier went thru a long discussion of issues that they have caused from sand and other damage to her property. Basically sand is everywhere and in everything, and the contractor has rutted up yard, parking lot and driveway.

The major issues are summarized below:

- Grass, parking lot, and driveway are rutted up by contractor driving off the driveway when driving on her property and it is wet. Cannot park cars for events where it is rutted up.
- Roof and building have sand everywhere. Ms. Fusilier put on a brand new metal roof after the Hail Storm, and added gutters. There is sand all over roof and in gutters.
- HV/AC Air intake is on roof. Sand is in the HV/AC system, but so far not getting by the primary intake filters. HV/AC is ok right now.
- Floors have grit all over them and no gloss left.
- Sand scratched clear coat on all vehicles parked at the catering business. Windshield wipers are also shot. Jay has the list of damaged vehicles.
- Sand also got into Jeep with windows/top down. Sand is everywhere in vehicle. Jeep was already sent to get detailed.

- B. Path forward on damages reported caused by repair contractor.
1. Lee Lancon and Jay will get with Becky when she is available and determine scope for repairs to yard, driveway and parking lot. Becky agreed that dirt work repairs cannot be made until it's dry.
 2. The Board of Directors asked Lee to contact contractors for a bid for civil repairs once scope is determined. Tank Contractors will not be allowed to make repairs.
 3. The Board of Directors asked Lee to contact Well Hung Metal, or other metal roof contractors and have them do an inspection on Becky's roof, and report back to the board.
 4. Going forward the Board asked Lee for the following additional mitigations/controls to be in place when the contractor is painting or sand blasting:
 - a. On Volunteer Road, only allow sandblasting on exterior with south wind.
 - b. For other tanks, wind direction for allowable painting and blasting will be determined prior to starting.
 - c. when sand blasting/painting the ground exhaust from tower/tank will be tented for containment.
 - d. Put out paint targets/sand targets. Inspector should be able to secure these, or contact Richard Boenig for additional contacts.
 5. Jay will contact contractors to find someone to wash sand off the roof and clean the gutters from a manlift.
 - a. No walking on the roof will be allowed while sand is present.
 - b. No air blasting to remove grit.
 6. Jay will contact contractors to clean the sand from house exterior and pool.
 7. Once repairs are completed on the Volunteer Road elevated tank, Jay will start to get the clearcoat cars detailed and buffed to see if can mitigate the damage.
 8. There is also damage to fence and gate around the Elevated tank caused by the contractor. Contractor is aware of these items to be fixed. Weather permitting, he will get it done, or Jay will contact fence contractor for repairs.
 9. Lee will withhold funds from payments to contractor to pay for repairs.
 10. On a positive note, Micah and Josh said that Jay has been very responsive when they have called him with issues.

C. Lee Lancon went over the Project Updates:

- Storage Tanks Rehabilitation Project (See Engineers Report Attached)
- Filter #6 Project –(See Engineers Report Attached)
- Mapping of the District –Waiting on updated data from Fire Department

D. Fire Department Flow Testing general discussion.

- The Fire Department had an old program for about 17 yrs. and it is obsolete.
- When data was transferred over, the data did not transfer properly.
- Lee will call Steven with the Fire Department to get data by Wednesday (12/14) or when Steven comes back on shift. (If Lee does not get information Theresa will go to Fire Board Meeting).
- Lee will then get Glen working on it and code it properly on the map, so flow study on improvements can be made.

E. Other Business

- After reviewing the minutes of the previous meeting, there was a motion by Ray Taylor and seconded by Richard Boenig to approve as written. Motion Carried.
- Payable were reviewed and questions answered. There was a motion by Ray Taylor and seconded by Richard Boenig to approve payables as listed. Motion Carried.
- P & L Report and the Lamp Fund Reports were review with no comments.
- ETO Report for Supervisors was not reported. Will update December up to the January 9th board meeting.
- Policy & Procurement Manual – All board members received the updated Procurement Manual for review. Needing comments back this week so we can adopt by end of year. The policy manual format is good with the other board members. Alice and Theresa are finishing going through it to make sure we have everything covered and eliminating duplication. Will try to issue by the end of the year for review in January.

F. Jay Picard –Update on field/plant

- Update of sand on vehicles, houses, businesses and swimming pools, and fire department flow testing given above.
- Generator – Transfer switch should be here March or April. Still running the generator once a month. Draft procedure is written, but not finalized
- Well 1: Clean & paint top of riser where rusted at ground air interface. Well #1 has no flow issues.
- Well 2: Layne Christensen Company will look at coming out the 28th to do repairs once parts get in. Well 2 is not in service at present. Pump had significant wear and was not performing properly.
- Sanitary Survey – Jay has not heard back from Parish
- Office Building air conditioner stopped working. The unit was purchased in 2006 and is a 7.5 ton unit. Jay will get pricing and look at bidding if quote is over \$30,000. Jay mentioned he has a quote for a new unit of \$16,000. He will get someone out to look and see if it just needs parts or a new unit. New freon may be an issue.

G. Personnel

- Jay mentioned, Jeremy is doing a great job in stepping up to Lead Operator. There was a motion by Ray Taylor and seconded by Theresa Bell to raise Jeremy's pay to what Tyler was making at \$28.50 per hour.
- There was discussion on minimum start up pay. After lengthy discussion, there was a motion by Ray Taylor and seconded by Theresa Bell to start new employees at \$15.00 per hour and after health insurance kicks in after 60 days from employment date raise to \$17.00 per hour.
- Disparity raises for some of the lower paid employees was discussed. Specific employees were discussed and there was a motion by Ray Taylor and seconded by Theresa Bell for specific disparity raises to be given. Motion Carried.
- There was a motion made by Theresa Bell and seconded by Ray Taylor to increase step up pay for employee carrying out duties of the Supervisor while the Office Supervisor or Plant/Field Supervisor is out. The pay per hour went from \$0.25 to \$2.00 per hour. Motion Carried.

There being no further business, the meeting was adjourned on a motion by Ray Taylor and seconded by Richard Boenig. Motion Carried.