

Waterworks District 9, Ward 4 Meeting Minutes  
Regular Board Meeting  
Monday, November 13, 2023  
5:30 pm – Conference Room

The Board of Directors met in a regular meeting on Monday, November 13, 2023, 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 (on phone) and Ray Taylor.

The Invocation was led by Ray Taylor followed by the Pledge of Allegiance.

Audience: Lee Lancon – Lancon Engineers, Inc.

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

- **Water Storage Tank Rehab Project Status** (see engineers report)
  - \$2,800.00 was withheld from final payment for rut repairs to Becky's Catering
  - Lee got a quote from R. Cloud to install 40' of pipe and backfill, location to be determined by Becky.
- **Water Storage Tank Rehab (Phase 2)**
  - **GWST #1 & #2 Inspection and Clean Out** (see engineers report)
    - The board received and discussed the final tank inspection report from Elite 360.
  - **EWST #1 (South Tank)** (see engineers report)
  - **EWST #2 (North Tank)** (see engineers report)
- **Preparation of Bidding Documents for Phase 2** (see engineers report)
  - Per Lee's conversation with Pittsburgh Tank, no internal stiffeners will be required for the new roof. Thicker gauge of metal which will reduce future corrosion issues.
  - Lee plans to have bidding documents ready for review and approval at December's board meeting.
- **2023 Water Line Upgrade Project (APR Funds)**
  - Theresa Bell stated the project is to go back in front of Police Jury this week. Should hear something by the end of the week.

***There was a motion by Richard Boenig and seconded by Ray Taylor to go into executive session. Motion carried.***

***There was a motion by Richard Boenig and seconded by Ray Taylor to return to regular session. Motion carried.***

**Intra Governmental Service Agreement between Waterworks #9, Ward 4 and Fire Protection District #2, Ward 4**

As of this meeting, we have yet to hear back from the Carlyss Fire Department.

**Kelly Riley – Reports**

- **Minutes** – 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 payables as presented. Motion carried.
- **Profit & Loss** – Reviewed and discussed.
- **LAMP Funds** – Reviewed and discussed.
- **Training (Ethics/Sexual Harassment)** – Board members are complete for 2023.
- **Policy Manuel** – In progress. Adding more sections that should be included as Kelly works thru all the tasks in her new job.

**Jay Picard – Reports/Updates**

- **Purchase Order Policy** – Discussed by the board. Kelly to get with the parish on purchase order policy requirements.
- **Tie in Well #3 to Emergency Generator** – In progress, no new information.
- **Improved Security for Office/Plant (cameras, glass upgrade, improved doors)** – In progress, no new information.

There was a motion to adjourn by Ray Taylor and seconded by Theresa Bell. Motion carried.

Water Works District No. 9, Ward 4  
Engineer's Report for November 13, 2023, Board Meeting  
Report issued: November 13, 2023

**LEI Project No. 19-007 Water Storage Tanks Rehabilitation**

1. Construction is now complete, and the following is a general summary of construction work completed since last report:
  - 1.1. EWST #1 Volunteer Road
    - 1.1.1. All work completed.
  - 1.2. EWST #2 Mosswood Drive
    - 1.2.1. All work completed.
  - 1.3. Project Status
    - 1.3.1. Received the Clear Lien Certificate from the Contractor, prepared CAP #13 for completed punch list items and retainage except for \$100 to keep the project open until damage issues with Becky's Catering have been resolved. The CAP included deductions for damages and quality control inspection at EWST#2 in the amount of \$21,753.92.
    - 1.3.2. Once the damage issues have been resolved a reconciliation change order will be prepared and fully executed and final payment will be recommended by LEI.

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

1. GWST #1 and #2 Inspection and Clean Out
  - 1.1. Based on discussion with the Board at the October meeting the entire roof on EWST #2 (North Tank) will be removed and replaced. Accordingly, the additional planned UT readings for the roof panels were not taken and the Elite 360 inspection report was finalized and submitted to the Board. Based on the final report the following is a brief summary of the tanks condition and repair recommendations:
    - 1.1.1. EWST #1 (South Tank)
      - 1.1.1.1. Remove and replace 15' of chime due to loss of metal and significant corrosion, page 11.
      - 1.1.1.2. Remove and replace the water level indicator, page 17.
      - 1.1.1.3. Remove and replace the center compression ring 2' of rafter connected to the ring at 3 locations, page 22.
      - 1.1.1.4. Roof, walls, floor, and interior/exterior tank piping is in good condition and does not need repair. No significant loss of metal thickness in roof, wall, floor panels, and interior/exterior tank piping.
      - 1.1.1.5. Interior and exterior coating must be completely removed and replaced.

### 1.1.2. EWST #2 (North Tank)

1.1.2.1. Roof, walls, floor, and interior piping is in good condition and does not need repair except for the following:

1.1.2.1.1. Remove and replace the interior overflow weir box and pipe, page 36.

1.1.2.1.2. Remove and replace the entire roof structure including roof sheets.

1.1.2.1.3. Remove and replace 15' of chime due to loss of metal and significant corrosion, page 11, page 46. Consider installing an annular ring around the inside perimeter of the tank similar to the one previously installed on GWST#1 to reinforce the wall to tank floor connection.

1.1.2.1.4. Remove and replace flapper valve and screen on tank exterior overflow pipe, page 48.

1.1.2.1.5. Furnish and install hand rail wings on either side of the exterior access ladder at the tank roof to match GWST#1 (south tank), page 50.

1.1.2.1.6. Interior and exterior coating must be completely removed and replaced.

## 2. Preparation of Bidding Documents for Phase 2

2.1. The proposed containment system will be a Class 1 System requiring air-impenetrable walls, ceiling, with rigid framing (scaffolding for walls), fully sealed joints, airlock or resealable entryways, negative air pressure achieved by forced air flow, and exhaust air filtration.

2.2. LEI had discussions with Pittsburg Tank and they advised that the roof replacement for EWST #2 can be designed such that no internal stiffeners will be required.

2.3. Continuing to work on finalizing the project scope and project manual and plan to submit it for the Boards review by the end of November.

### **LEI Project No. 22-003, 2023 Water Line Upgrade Project (ARP Funds)**

1. Updated the Engineering Service Agreement and submitted a final copy to the Board for their review and comment. Discuss the agreement with the Board the Board meeting.