

Waterworks District No. 2, Parish of Beauregard

MINUTES

The Board of Commissioners, governing authority of Waterworks District No. Two (2) of the Parish of Beauregard, Louisiana, met in an open and public session at 6:00 p.m. on Monday, July 14, 2025, at the regular meeting place of said Board, 9252 Hwy 27, Singer, LA.

Jerry Cooley, President of the Board of Commissioners called the meeting to order and on roll call, the following members being present: Jerry Cooley, Bill White, Carroll Johnson, and, Richelle Bowman.

Absent: *Lisa Gearen*

Others Present: *Mathieu Rose, and Conner-Meyer and Associates*

Public Participation: *There was no public participation*

Approval of Financial reports:

Richelle Bowman, 2nd by Carroll Johnson, moved to adopt the financial reports as written for June 2025 the motion carried without opposition.

Payment authorization:

Richelle Bowman, 2nd by Carroll Johnson, moved to pay monthly invoices for July 2025, the motion carried without opposition.

Water Sector Program:

Conner Moyer, representative of Meyers and Associates gave an update on both water sector programs going on at Phelps and Field's Booster Stations. He presented the Board with a timeline spreadsheet as follows:

	<u>Phelps:</u>	<u>Fields</u>
<i>Electrical</i>	<i>July 18</i>	<i>August 01</i>
<i>New Electrical rack</i>	<i>July 22</i>	
<i>Install controls</i>	<i>August 15</i>	
<i>Startup</i>	<i>August 18th – 20th</i>	<i>August 18-20</i>
<i>Butterfly Valve</i>		<i>August 6- 7</i>
<i>Remodel Building</i>		<i>August 21-29</i>
<i>Bladder Tank</i>		<i>No set date</i>
<i>Install Controls</i>		<i>July 7-18; Aug 4-7;18-20</i>
<i>Substantial Completion</i>	<i>August 25th</i>	

Conner Moyer stated that the Control Panels were not ordered, but that has been rectified, and they should be in at the end of July. Womack has scheduled August 15 as the start up for Fields., and Fields should begin approximately 2 weeks afterwards.

He discussed the Change Order to include Phelps and DeQuincy by-pass. There was an existing By-pass, but it was not included in the upgrade when the plans were drawn out by Meyer & Associates. The Change Order to re-install the By-pass is \$1,061.45. The only hold up that he can see is the Control Panels

that were not ordered in a timely manner, and the electrical. The Substantial Completion should be met on the 25th, even with the delays.

Bill White asked Mathieu if the tank cleaning by Matrix was holding up the contractors, and Mathieu stated that it was not causing a delay. The delay is coming from Meyers, and Womack. He also discussed with Conner the liquidated damages fee, and past experiences that were not pleasant.

Mathieu Rose informed the board that his surgery was scheduled for July 29th to repair the Labrum on his hip from the accident. He is estimating his medical leave up to 6 weeks depending on the doctors, and recovery time. Eric Vige will work with Paula and attend the Start Up at Phelps on the 18th, and he will be on standby for anything we may need in Mathieu's absence.

He asked if the Board was going to pay him while he was working from home?

The Board discussed him using his vacation, and sick time pay first, and for the Secretary to contact Worker's Compensation and see what could be done on his behalf, and remain in compliance.

Bill White, 2nd by Richelle Bowman moved to adopt the "Game Plan" that Mathieu had emailed to each board member previously, with plans for ongoing projects, and with Paula Rose, and Eric Vige assisting with overseeing Maintenance until his return, and the motion carried without opposition.

Mathieu Rose discussed the plans for the Cooper Road Water Main Upgrade Project in his absence with Allphase completing the required bores, and the crew welding the pipe together to get it prepared for installation over the next few weeks.

Ryan Davis was interviewed by the Board of Commissioners, and Mathieu Rose-Operations Supervisor as a temporary hand for 6-8 weeks.

Bill White, 2nd by Caroll Johnson, moved to hire Mr. Ryan Davis on a temporary basis for 6 – 8 weeks until Mathieu's return from Medical leave. The motion carried without opposition.

The Board discussed the damages to the Bobcat, asking if it has been repaired. The secretary discussed that a quote was received for external repairs in the amount of \$10,650.00, but a supplement quote may be added once the external is repaired and they are able to get inside the machine to see if any damage was done to it internally. The adjuster from Dethloff has not gone to investigate as of to date. He will contact us as soon as he can get it scheduled.

The trailer is at Clark Springs, and we are waiting on an adjuster also to give us a finding on it.

Bill White discussed renting a Mini-ex until the Bobcat was repaired. Mathieu stated he would get quotes, and rent one next week.

Mathieu Rose presented the Board with a quote from Delta Processing-Kevin Comeaux for \$23,615.72 for a new Scada system. The District presently has Mission's Scada System, but it is difficult to get a representative out to work on the system, and his request have not been addressed. Kevin Comeaux is also our systems control manager.

The Board was put on a phone conference with Mr. Kevin Comeaux to discuss a few things with the quote, and asking for an adjustment on the cost.

***The Board** agreed to table the discussion until Mr. Comeaux could get back with them on cost adjustments, and other quotes could be obtained.*

Maintenance Report: Mathieu Rose

***Mathieu** presented the board with a report that Singer and Junction Water are in good standing. With the Fiber Crews finished the operators were beginning to catch up on work orders, leaks, and locates.*

Mathieu discussed the Change Orders, and this being the 4th one Meyers has presented due to the failure on behalf of Meyer and Associates in the initial planning. He also stated this was his first contract to oversee as the Supervisor, and he is learning from his mistakes also. The original plans also failed to include insulated, and installing wall board on the inside of the buildings. He has addressed these issues with Conner and Mark.

***Bill White** explained to Mathieu that he should have brought this up while Conner was still present, and they could have discussed it.*

***Richelle Bowman** brought up an employee wearing Croc's during working hours at the scene of an accident.*

***Richelle Bowman**, 2nd by Bill White, moved to implement into policy for maintenance employees whose job description would involve machinery, hazardous work places, water main repairs, and covering all aspect of their job to wear necessary uniform shirts, safety gear, safety foot wear, such as boots, or work-related shoes during working hours, and any time an employee is required to travel in a company truck. All company trucks are to have signage applied to them.*

The only occasional flexibility is during a repair to a water main when an employee is required to get in the hole, he/she may wear foot wear such as "water enclosed shoes" in order to safely exit the excavation site.

Under no circumstances are crocs, sandals, flipflops, or any other non-compliance footwear is to be considered proper foot wear.

The following guideline will be put in place. If an employee is found to be wearing unsafe attire, he/she will first be reprimanded, and additional consequences can be added. The employee will purchase their own foot wear in accordance with policy.

The motion carried without opposition to set policy in place as directed, and to be reviewed or change at the discretion of the Board.

***Mathieu Rose** stated that he had informed the employees previously that inappropriate footwear was not acceptable anymore. He will also contact vendors for shirts with logos, and truck signage.*

Adjournment:

There being no further business, upon a motion by Carroll Johnson, 2nd by Bill White, the meeting was adjourned, the motion carried without opposition.

I DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the minutes of the business meeting held on July 14, 2025 @ 6:00 p.m. at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.



Paula Rose-District Secretary/Treasurer



Jerry Cooley, President