

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, September 8, 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, Lisa Gearen, Richelle Bowman, and Carol Johnson

Absent: 0

Others Present: Mathieu Rose, Conner Moyer, Roy King-Womack, and Kevin Comeaux-Delta Processing

Public Participation: *There was no one present for public participation*

Approval of Minutes:

Lisa Gearen, 2nd by Carol Johnson, moved to adopt the Minutes of the August 11, 2025 meeting and to forego the reading thereof, motion carried without opposition.

Approval of Financial reports:

Lisa Gearen, 2nd by Carol Johnson moved to adopt the financial reports as written for August 2025, the motion carried without opposition.

Payment authorization:

Lisa Gearen, 2nd by Carol Johnson, moved to pay monthly invoices for September 2025, the motion carried without opposition.

Unfinished Business:

Conner Moyer attended the Board meeting to update the Commissioners on the progress at Phelps Booster Station. The following has been accomplished as of to date.

- *Site piping installed*
- *Ground Storage Tanks completed at both Phelps and Fields*
- *Scheduled to complete site work this week*
- *Controls Panels have been delivered today.*
- *BECI failed to turn in the application and permit, and have not set the Pole or Transformer. They have been contacted, and will try to have it completed by the 16th of September 2025.*
- *If all goes according to plan Phelps will start up in approximately 2 weeks. Once Phelps is approved as completed, they will begin in Fields.*

Mr. Conner Moyer explained that Mr. Roy King-Womack, and Kevin Comeaux-Delta Processing are in attendance to answer any questions the Board may have on the delays with the projects.

Mr. Bill White explained the past issues with other contractor has left a bad taste in the Board's mouth, and he did appreciate them attending, and not ghosting them as previous contractors have done.

Mathieu Rose explained that the application for new service was turned into Conner on May 6th to be sent to BECI. According to BECI the engineer failed to turn in the paperwork and it has been sitting on his desk. They are trying to put a rush job on it, so they can get Phelps up and running,

Kevin Comeaux said that the delay in the Control Panels was not Womack's fault, but Delta Processing. The rest of the equipment will be in tomorrow, September 9th. He realizes the original date was set for June, but issues beyond their control was the cause for the delay.

Mathieu Rose updated everyone, stating according to Womack only the electricians will be working while they wait on BECI. He also stated all valves have been located to begin the testing process to see if Fields can be supplied sufficient water while the Field's plant is down for rehab.

Conner Moyer: The delay now at Phelps is due to BECI not installing the power pole, and meter. Once that has been accomplished, and Phelps is completed they can move on to Fields to start on that project. There should not be any delays at Fields, because everything has been delivered, and will not have to wait on BECI.

The board did not have any questions for Roy King or Kevin Comeaux, but did say they appreciated them coming to the meeting as representation for Womack to discuss the delays.

SCADA (Missions)

Mathieu Rose explained the reason he is requesting a change is because he cannot get a representative to come out, and address the issues. This has been an ongoing problem for years, and we have reached out numerous times with promises of a representative coming out, and no one showing up. We have requested a different representative, and still no support. The sales are great, but the service is lacking, and has been for a while. He is believing the service, reports, monitoring will be a better source.

Kevin Comeaux, a representative of Delta Processing discussed the ability to remote in thru Starlink, and the system can be operated from anywhere. The system will supply better coverage, send notifications, reports, and it has been requested for Mathieu or Paula to be able to receive the Production readings each day. They system will have 1 Control Panel at the main plant, and 3 monitors for Chlorine, Phelps, and Field. His representative should be here either Wednesday, or Thursday of this week to review and answer any questions Mathieu may have. Once a decision is made, it is usually a 2-week turnaround on installation.

The following SCADA quotes were presented to the Board to replace the existing Missions because the District could not get anyone out to service the existing system. A request has been submitted multiple times for someone to come out for repairs, and update the system.

<i>Delta Processing</i>	<i>\$20,115.72</i>
<i>Dennis Downs Electric</i>	<i>\$39,223.00</i>

Bill White, 2nd by Carroll Johnson, moved to cancel services with Mission's Scada System, and to replace it with Delta Processing in the amount of \$20,115.72, including an annual air time renewal fee of \$1,660.00. The motion carried without opposition as follows:

<i>Yeas</i>	<i>5</i>	<i>Jerry Cooley, Lisa Gearen, Bill White, Carroll Johnson, and Richelle Bowman</i>
<i>Nays</i>	<i>0</i>	
<i>Abstain</i>	<i>0</i>	
<i>Absent</i>	<i>0</i>	

New Business:

Paula Rose requested to attend the National Rural Water (NRWA) conference in New Orleans next week. The cost of the Conference is at the expense of LRWA. She will attend as a delegate representing Louisiana, as well as attending training classes.

Richelle Bowman, 2nd by Lisa Gearen, moved to approve Paula Rose attending the NRWA Conference in New Orleans. The motion carried without opposition.

Yeas:	5	<i>Richelle Bowman, Lisa Gearen, Jerry Cooley, Carroll Johnson, and Bill White</i>
Nays:	0	
Abstain:	0	
Absent:	0	

Reserve Account:

Paula Rose discussed that according to another requirement from the Water Sector Program, and our Water Rate Study a Reserve Account needs to be setup to fund the account at the amount of \$20,000 annually as an Asset Management Reserve. She would like permission to research putting the amount into a CD account, with the option to have the power to access to pull from it without penalties. She does not foresee that happening, but having that option would be beneficial in case of an emergency.

Mr. Bill White asked what would be the expectancy to use the account.

Paula Rose stated that you would not use the account, unless it was due to an emergency, and we did not have the funding to meet that emergency replacement. This account will have a 20-year life expectancy putting \$20,000 in annually. The Board puts \$156,000 annually into two accounts divided between the DWRFL to pay the annual loan amount, and into the Reserved account. We can take what is put in the Emergency Reserve, and divide it between the 2 reserve accounts. We are basically taking the \$156,000 that was setup to add to the emergency fund, and divided it between 3 accounts. One for the new DWRFL loan payments, and divide the remainder in between the 2 Reserves. The goal is to ensure financial stability, and preparedness for unforeseen cost. She will research and monitor the accounts to ensure that we are meeting all requirement in the accounts per state and federal requirements.

Richelle Bowman, 2nd by Bill White moved to appropriate funding to allocate a Contingency Fund in a CD or Money Market format to set aside funding to specifically meet the requirements of the Water Sector Program for the purpose in helping manage future replacement of those assets in the amount of \$20,000.00 annually over the next 20 years. The motion carried without opposition.

Yeas:	5	<i>Richelle Bowman, Bill White, Jerry Cooley, Carroll Johnson, and Lisa Gearen</i>
Nays:	0	
Abstain:	0	
Absent:	0	

Lawn Service Contract and Bid Procedures:

The Board of Commissioners discussed the Lawn Service Contract coming up, and being put out for bid.

Richelle Bowman discussed the contract being set at 5 years when she first came on as a Board member, and asked for a review of the purpose for the 5 years, and what service does it entail.

The Board further discussed, reviewed the present contracting, and making necessary changes as follows: Weed eat, and edge as necessary, spray the fence lines with approved LDH chemicals, and the maintenance department may can help with this. The contract will be for 2 years, versus the 5 years.

Lisa Gearen, 2nd by Bill White, moved to set the bid opening for November 10, 2025 @ 6:00 pm with the following changes to the contract. The contract will run for 2 years, before being resubmitted for bids/quotes. The weed eating, and edging shall be as necessary, with fence lines being sprayed with approved LDH chemical with a 50' separation from the Wells, and Storage Tanks. All other stipulations shall remain according to the previous contract. The motion carried without opposition.

Yeas:	5	<i>Lisa Gearen, Bill White, Richelle Bowman, Carroll Johnson, and Jerry Cooley</i>
Nays:	0	
Abstain:	0	
Absent:	0	

Lisa Gearen, 2nd by Richelle Bowman, moved to have the dead tree cut down at 150 Stanley Smith Road. The motion carried without opposition.

Yeas:	5	<i>Lisa Gearen, Bill White, Richelle Bowman, Carroll Johnson, and Jerry Cooley</i>
Nays:	0	
Abstain:	0	
Absent:	0	

Maintenance Report: Mathieu Rose

Mathieu Rose-Operations Supervisor gave an overview for the month of August 2025.

The Singer Water system completed 64 Work Orders, 40 locates, 1 New Service, Repaired leaks on the following roads. Burge, Buddy Clark, Mitchell Loop, Spikes Cemetery, Jack Alson, and Windhaven. The Leak on Windhaven was caused by a customer not calling into 811 for watermain location, and damaged the water main.

Cooper Road is almost complete with a complaint from the Calcasieu Parish Police Jury stating that dirt was left piled up in the ditch where the water line was being laid, dirt on the road, and damage to the East side of the road. After Mathieu went out to review the complaint, trying to explain that the dirt is left in this aspect in order to give the water main, and dirt time to settling in order to know how much dirt would be required before the dressing up process began. He further informed the CPPJ permit department that he could clean the dirt now, or wait until the job was finished, and that the road damage was not from the Water District, it was there prior to this job beginning.

After further discussion with the Calcasieu Permit department, he had the road way cleaned, and the dirt in the ditch spread out because she was threatening to pull the project permit. After the process was completed, and as explained some areas are caving in, and more than normal dirt will be required causing an increase in expense on the District side. He will continue to monitor the area, and when it gets closer to the end, he will evaluate the need for more dirt, and final dress up after each customer has been connected to the new 6" water main.

The Junction Water System had 26 locates, meter reading, daily reports, and work orders completed for August 2025

Secretary Report: Paula Rose

- The District received a reimbursement of \$53507.37 for expenditures during the 2023 Tiger Island Fire. The project has now been closed out.
- Fiber Optic damages: We still have outstanding damages owed to us in the amount of \$25,755.79. A request to turn over to legal to try and recoup this amount. We do not have a way to recoup of overtime expense.

Bill White, 2nd by Carol Johnson moved to turn the remaining expense incurred by Swyft Fiber Optic crew over to legal counsel. The motion carried without opposition.

Yeas: 5 Richelle Bowman, Bill White, Jerry Cooley, Carroll Johnson, and Lisa Gearen
Nays: 0
Abstain: 0
Absent: 0

- District insurance coverage by Dethloff is for \$53,507.37, with an increase of \$11,766.11. This was just information for the Board to be aware of.
- Mr. Garland White had a high-water bill, and after Calibrating, datalogging the meter, and looking for leaks on our side. The multiple investigation deemed the leak was on the customer's side, and he had used the water. He has requested this to be brought before the Board to have his bill downward adjusted to his average usage.

Bill White, 2nd by Lisa Gearen, moved that after a full investigation proving the leak was on the customer's side, that the bill will stand as is, and the customer is required to pay the bill. The motion carried without opposition.

Yeas: 5 Richelle Bowman, Bill White, Jerry Cooley, Carroll Johnson, and Lisa Gearen
Nays: 0
Abstain: 0
Absent: 0

Adjournment:

There being no further business, upon a motion by Lisa Gearen, 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 Monday, September 8, 2025 at 6:00 pm at the regular public meeting place of said Board at 9252 Hwy 27, Singer, Louisiana.



Paula Rose-District Secretary/Treasurer



Jerry Cooley, President