

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
OF WATERWORKS DISTRICT NO. 2  
NATCHITOCHE PARISH, LOUISIANA**

Wednesday, December 17, 2025

PRESENT: Carletta Jones-President; Henderson Howard; Jerry Longlois; Preston Broadwater; Donald Forrest; Emile Metoyer; Patrick Masson-Vice-President; Ludlow McNeely-Secretary/Treasurer; Bubba Dunn- District Manager; Russell L. Sylvester.

ABSENT: None

VISITORS: None

The President called the meeting to order and had a prayer.

The Minutes of the regular meeting of Wednesday November 19, 2025, were accepted as written. It was moved by Mr. Longlois, seconded by Mr. Forrest and unanimously adopted that the Minutes for the meeting be accepted as written.

**OLD BUSINESS**

I) Accounts paid/payable:

Accounts paid and to be paid December 17, 2025, are attached and marked "Exhibit A." Mr. Dunn explained the bills already paid and answered questions from the Board. This included explaining that the bills from Automation Service and Controls and Bennett A/C were for multiple months. The bill from Dennis Downs Electric was for well repairs. By motion of Mr. Howard and seconded by Mr. Longlois, the board unanimously approved Exhibit A.

II) Customer Status Report:

The Status Report for November 2025, is attached and marked "Exhibit B." The Board discussed water usage and disconnections. By Motion of Mr. Longlois and seconded by Mr. Metoyer, the board unanimously approved Exhibit B.

III) Monthly Budget Report/Profit & Loss Statement/Financial Report:

The Budget Report and a Profit and Loss Statement for November 2025 is attached and marked "Exhibit C". Mr. Dunn explained the monthly income and expenses compared to the budgeted amounts. By Motion of Mr. Metoyer and seconded by Mr. Longlois., the board unanimously approved Exhibit C.

IV) Monthly Balance Sheet:

The Monthly Balance Sheet as of November 30, 2025, is attached and marked "Exhibit D". Mr. Dunn and the Board discussed the investments of the District. By Motion of Mr. Howard and seconded by Mr. Longlois, the board unanimously approved Exhibit D.

V) Cut-off Agreement with the Village of Natchez:

Mr. Dunn advised the Board of the status of the cut-off services the District is providing for Natchez. The District is still having problems with the Village providing incorrect information for customer shut off. The District office is also being contacted to identify who resides at particular residences or where customers may be living rather than the Village getting this information on their own. This is resulting in a lot of wasted manpower hours. The District will continue to work with the Village to resolve these issues.

VI) Equipment/Personnel:

Mr. Dunn advised the Board regarding the status of the District's equipment and personnel. There was also some discussion about the Board members completing their online training.

**NEW BUSINESS**

I) Mr. Dunn advised the Board that the bids for a new truck should be opened on or about January 27, 2026. The bids will be discussed with the Board at the following meeting to approve the purchase of the new truck.

II) Mr. Dunn advised the Board regarding the status of negotiations with Womack Construction regarding the corrosion problems the new large tank has developed. An agreement to repair the tank has now been reached with Womack. The scope of the work includes the following:

Exterior

- a. Apply SP-3 cleaner and pressure wash to remove all contaminants.
- b. SP-10 Near-White abrasive blast all areas of corrosion, sweep blast the exterior of tank and roof.
- c. Pressure Wash as needed to remove any staining.
- d. Apply (2) coats of Amerlock 2 epoxy primer.
- e. Apply (1) coat of Americoat 450 white topcoat on roof and exterior walls

Interior

- a.SP-10 Near White abrasive blast all areas of corrosion, sweep blast the interior of tank to include sidewalls, roof, floor and any other interior components.
- b. Pressure Was as needed to remove any staining.
- c. Apply (2) coats of Amerlock 2 epoxy primer to all surfaces.
- d. Apply (1) coat of NSF approved epoxy, PotaPox Plus polyamidoamine epoxy, Epoxoline phenalkamine epoxy or equal on roof, sidewalls and floor and all interior components.

General

- a. Expenses for District's inspector for interior and exterior inspection.
- b. Expenses for Engineer's inspection.
- c. Exterior paint shall be Amerlock epoxy primer with Americoat 450 white topcoat. (Recommended by Tank Power Coating Manufacturer).
- d. Interior paint shall be Amerlock epoxy primer, with NSF approved PotaPox Plus polyamidoamine.
- e. Disinfect tank with LDH Clean Health Certificate.
- f. Clean up and place tank on-line.
- g. Initiate work/repairs within 30 days of acceptance.
- h. (5) Year Warranty.

The service for repairs will be scheduled to begin almost immediately after January 12, 2026, as the District will be unable to take the tank out of service before that date. Mr. Dunn advised that the District would use as much of the water in the tank for its customers as is possible to minimize any waste.

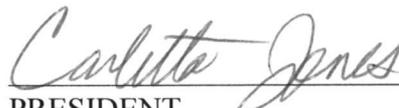
III) The next regular meeting will be on January 28, 2026, at 6:00 pm. The meeting's agenda will include the discussion of Accounts Paid/Payable, Customer Status Report, Monthly Budget Report/Profit & Loss Statement/Financial Report, Monthly Balance Sheet, the status of the District's equipment and employees, quality of water and any cut-off issues.

**ADJOURNMENT**

It was moved by Mr. Longlois, seconded by Mr. Howard, and unanimously approved, that the meeting adjourn.

Attest:

  
SECRETARY-TREASURER

  
PRESIDENT