

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

Wednesday, February 25, 2026

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

ABSENT: None

VISITORS: Ken McManus

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

The Minutes of the regular meeting of Wednesday January 28, 2026, were accepted as written. It was moved by Mr. Broadwater, 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 February 25, 2026, are attached and marked "Exhibit A." Mr. Dunn explained the bills already paid and answered questions from the Board. This included explaining that the bill from La. Dept. of Health was the safe water fee the district collects for the State; the bill from Midwest Salt was for salt to be used as a softener; the bill from Valley Farmers was for gas for the generators. By motion of Mr. Forrest and seconded by Ms. Jones, the board unanimously approved Exhibit A.

II) Customer Status Report:

The Status Report for January 2026, is attached and marked "Exhibit B." The Board discussed water usage and disconnections. By Motion of Mr. Howard and seconded by Mr. Broadwater, 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 January 2026 is attached and marked "Exhibit C". Mr. Dunn explained the monthly income and expenses compared to the budgeted amounts. By Motion of Mr. Longlois and seconded by Mr. Masson, the board unanimously approved Exhibit C.

IV) Monthly Balance Sheet:

The Monthly Balance Sheet as of January 31, 2026, is attached and marked "Exhibit D". Mr. Dunn and the Board discussed the investments of the District. By Motion of Mr. Metoyer and seconded by Mr. Masson, the board unanimously approved Exhibit D.

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

Mr. Dunn advised the Board regarding the cut-off services the District is providing for Natchez.

VI) Equipment/Personnel:

Mr. Dunn advised the Board regarding the status of the District's equipment and personnel. The new truck the District purchased should be arriving this week.

NEW BUSINESS

I) Mr. McManus, the District's engineer, was present to advise the Board of the status of the repairs to the District's ground storage tank. Sand blasting and overcleaning is being performed by American Tank Company in preparation for the re-painting. Jeff W. Oakley with Mid-South Tank Consultants has inspected the tank and provided guidance. The tank will be re-inspected when the repair work is completed and before the work is accepted by the District. It is anticipated that the tank repairs will be completed in mid-March.

McManus was questioned regarding the status of the funding application to the Drinking Water Revolving Loan Program with the State Department of Health for the drilling of a new well. Mr. McManus will check on the status and report back to the Board.

II) The Board members completed questionnaires that will be provided to the District's auditor to endure compliance with State law. The District also completed a compliance questionnaire, and after discussion, it was moved by Mr. Longlois, seconded by Mr. Howard and unanimously resolved by the Board that the completed Louisiana Compliance Questionnaire be adopted as completed and submitted to the District's auditor for inclusion in the District's yearly audit. A formal written resolution will be signed to this effect by the District's President and submitted to the District's auditor.

III) Mr. Forrest inquired whether the District could push back the cutoff date of service due to delinquent bills considering the problems that are being experienced with the post office not timely delivering mail. Mr. Dunn explained that water bills are sent out at the first of each month and a delinquent notice is sent on the 12th of each month. Cutoff are not scheduled before the 18th of each month. Following discussion, the Board decided that it would be problematic to change the established procedure, in light of the fact the problems were with the mail system and the bills could be paid online.

IV) The next regular meeting will be on March 25, 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. Howard, seconded by Mr. Longlois, and unanimously approved, that the meeting adjourn.

Attest:


SECRETARY-TREASURER


PRESIDENT