

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

Wednesday, November 19, 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: Ken McManus

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

The Minutes of the regular meeting of Wednesday October 22, 2025, were accepted as written. It was moved by Mr. Longlois, seconded by Mr. Howard 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 November 19, 2025, are attached and marked "Exhibit A." Mr. Dunn explained the bills to be paid and already paid and answered questions from the Board. This included explaining that the bill from Hawkins was for chlorine, the bill from Wes Bank was the District's gas card, and the bill from the La. Dept. of Health was associated with the safe drinking water fee that is charged by the State and collected by the District and paid to the State on a quarterly basis. The bill to be paid to Coburn Supply Co. was for materials and supplies. By motion of Mr. Howard and seconded by Mr. Longlois, the board unanimously approved Exhibit A.

II) Customer Status Report:

The Status Report for October 2025, is attached and marked "Exhibit B." The Board discussed water usage and disconnections. By Motion of Mr. Metoyer and seconded by Mr. Longlois, 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 October 2025 is attached and marked "Exhibit C". Mr. Dunn explained the monthly income and expenses compared to the budgeted amounts. By Motion of Mr. Howard and seconded by Mr. Longlois, the board unanimously approved Exhibit C.

IV) Monthly Balance Sheet:

The Monthly Balance Sheet as of October 31, 2025, is attached and marked "Exhibit D".

Mr. Dunn and the Board discussed the investments of the District. By Motion of Mr. Longlosi and seconded by Mr. Broadwater, the board unanimously approved Exhibit D.

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

Mr. Dunn advised the Board the Village of Natchez had been submitting requests to the District for the shut-off of water services for those citizens with delinquent sewerage bills and the District has been shutting off the water services for the Village.

VI) Equipment/Personnel:

Mr. Dunn advised the Board regarding the status of the District's equipment and personnel.

NEW BUSINESS

I) Mr. Dunn advised the Board that the dealerships that submitted the bids for a new truck were unable to in fact supply a 2025 truck that met the District's requirements. Mr. Dunn will rebid for a 2026 one-ton truck, since these are now available.

II) Mr. Dunn advised the Board that a bid for a new one-ton truck has been accepted. The dealership is in the process of having a bed placed on the truck.

III) Mr. McManus, the District's engineer, was present to advise the Board regarding the status of negotiations with Womack Construction regarding the corrosion problems the new large tank has on the outside of the tank. The contractor, Womack Construction, who built this larger tank, also built the District's smaller tank in a satisfactory manner. The problem the District has been told is that the subcontractor, American Tank, utilized a different crew to construct the large tank and this crew was not careful with the construction and handling of the materials for the tank, which is the cause of the present problems. Although Womack has indicated they would fix the problems with the tank, to date no repairs have been made. Mr. McManus informed Womack that if a commitment to complete the repairs demanded by the District was not received prior to this month's Board meeting, a recommendation would be made to invoke the Performance bond to complete the repairs. A proposal was received from Womack, however it did not meet the District's requirements for the tank's repair.

The Board was advised that section 3.1 of the Performance bond provides that the surety's obligation arises once notice is provided to Womack and the bond surety that the District is considering placing Womack in default. This notice may indicate the District is requesting a conference with the District, Womack and the surety to discuss Womack's performance. Any requested conference will be held within ten business days of the surety's receipt of the request. The Board requested that Mr. McManus provide Womack with a 10:00 AM, Monday, November 24, 2025, deadline to commit to the requested repairs on the tank, and if they fail to do so, Womack and the bond surety would be advised that we are placing Womack in default.

IV) The next regular meeting will be on December 17, 2025, 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. Broadwater, and unanimously approved, that the meeting adjourn.

Attest:


SECRETARY-TREASURER


PRESIDENT