

PROCEEDINGS OF THE BOARD OF SUPERVISERS OF WATERWORKS DISTRICT NO. 3 (COTEAU) OF IBERIA PARISH, LOUISIANA, TAKEN AT THE REGULAR MEETING HELD ON MONDAY, OCTOBER 27, 2025

The Board of Supervisors of Waterworks District No. 3 (Coteau) of Iberia Parish, Louisiana, met in Regular Session at the office, 4104 Coteau Road, New Iberia, Louisiana on Monday, October 27, 2025.

Paul Trahan called the meeting to order at 5:30 p.m.

ITEM #3 - Roll Call:

Members present: Paul Trahan, Ray Gary, Barrett Hebert, Allen Douet, Jr. and James Sprague. It was determined that a quorum was had.

Also present at the start of the meeting were Jeremy Fontenot, Engineer with McBade Engineering; Brad Cradeur, Director of Iberia Parish Sewerage District No. 1 and Waterworks District No. 3 (Coteau); Timothy Henry with Statewide Electrical Services and Carolyn L. Romero, Recording Secretary.

The meeting was opened with the Pledge of Allegiance and prayer.

ITEM #4 - PUBLIC COMMENTS:

No public comments.

ITEM #5 – APPROVAL OF MINUTES

It was motioned by Allen Douet, Jr. and seconded by James Sprague to accept the minutes of the Monthly Meeting of Monday, September 15, 2025 as published. Motion carried by unanimous vote.

ITEM #6 – DISCUSS AND TAKE APPROPRIATE ACTION ON THE FOLLOWING

a. Timothy Henry gave the Statewide Electrical Services report on Plant Operations and advised the board that we had a boil advisory on October 23, 2025 for a pressure loss. The Service Pump and Backup Pump went down at the same time; the issue was resolved and LDH released the boil advisory on October 27, 2025.

Timothy Henry advised the board that Filter No. 2 valve started acting up on October 7, 2025; today, October 27, 2025 a leaking packing was replaced on a gate valve inside the plant.

b. Jeremy Fontenot gave the McBade Engineering Report and advised that Contract No. 1, Water Well No. 5 contractor's coating crew was here today coating piping for the well; they should be finished by Wednesday. LDH has approved the raw water line samples and all that's remaining is for the contractor to perform the final six (6) hour pump test on the well and take a sample from the water well. Once complete we would get Andy back to finalize the mission controls and tie everything in with the ground storage tank; there were issues with the double gate, which were resolved; hydro seeding should be done by Wednesday.

Jeremy Fontenot advised the board that Contract #2 Ground Storage Tank is on the agenda tonight for substantial completion assessments. One remaining item is to install a thermostat on the exhaust fan in the pump station building which would be taken care of so this project is wrapped up.

Jeremy Fontenot advised the board that Contract No. 3 Water Treatment Plant is going through submittals now, including expediting the new control panel; he did ask if a surge protection is included for the new panel; the contractor advised him that he would check and include it if it is not.

Paul Trahan asked about painting piping and stated that he had noticed that the gate wasn't closing properly.

Brad Cradeur asked for clarification on a set plan of how we are going to alternate between the ground storage tanks.

Jeremy Fontenot stated that there is a plan and there would be a meeting before completion to come to an agreement.

Brief discussion was had regarding this matter.

- c. There was no report from Legal Counsel.
- d. Brad Cradeur gave the Director’s Report and advised the board that there have been changes to the Water Sector Items and reviewed these changes with the board.

Brad Cradeur advised the board that we have a new employee; Breck Boudreaux has replaced Gwen Romero and we are looking for a replacement for Philip Flugence who has retired.

Brad Cradeur advised the board that it may not be necessary to meet in December, 2025.

Brad Cradeur advised the board that election of board members would be scheduled on the November 2025 meeting agenda and the office of Treasurer is in the By Laws of Waterworks District No. 3 (Coteau), therefore, we must vote for Treasurer.

ITEM #7 – NEW BUSINESS

- a. Discuss and vote on a resolution granting substantial completion to the Waterworks District No. 3 of Iberia Parish Water Treatment Plant Project, all as completed by Southern Constructors, LLC and as recommended by Project Engineer C. H. Fenstermaker & Associates, LLC, and authorizing the Waterworks District No. 3 Director to execute any and all documents relating to the substantial completion of this project.

Paul Trahan read aloud Item #7(a) and asked the board if there would be a motion and second.

It was motioned by Barrett Hebert; seconded by Ray Gary to adopt a resolution granting substantial completion to the Waterworks District No. 3 of Iberia Parish Water Treatment Plant Project, all as completed by Southern Constructors, LLC and as recommended by Project Engineer C. H. Fenstermaker & Associates, LLC, and authorizing the Waterworks District No. 3 Director to execute any and all documents relating to the substantial completion of this project. Motion carried by unanimous vote.

The following resolution was offered by Barrett Hebert; seconded by Ray Gary and carried

RESOLUTION

A RESOLUTION GRANTING SUBSTANTIAL COMPLETION TO THE WATERWORKS DISTRICT NO. 3 OF IBERIA PARISH WATER TREATMENT PLANT PROJECT, ALL AS COMPLETED BY SOUTHERN CONSTRUCTORS, LLC AND AS RECOMMENDED BY PROJECT ENGINEER C. H. FENSTERMAKER & ASSOCIATES, LLC, AND AUTHORIZING THE WATERWORKS DISTRICT NO. 3 DIRECTOR TO EXECUTE ANY AND ALL DOCUMENTS RELATING TO THE SUBSTANTIAL COMPLETION OF THIS PROJECT.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau) that substantial completion is granted to Waterworks District No. 3 of Iberia Parish Water Treatment Plant Project, all as completed by Southern Constructors, LLC and as recommended by Project Engineer C. H. Fenstermaker & Associates, LLC, and the Director of Waterworks District No. 3 is authorized to execute any and all documents relating to the substantial completion of this project.

THEREUPON, the above resolution was declared adopted on the 27<sup>th</sup> day of October, 2025.

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CERTIFICATE

I, Barrett Hebert, Secretary of the Waterworks District No. 3 (Coteau), do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Commissioners on October 25, 2025, at which time a quorum was present and voting.

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Barrett Hebert  
 SECRETARY  
 WATERWORKS DISTRICT NO. 3 (COTEAU)

b. Discuss and vote on a resolution granting substantial completion for the Water System Improvements Contract No. 2, Ground Storage Tank for the Waterworks District No. 3 (Coteau), all as completed by NCMC, LLC and recommended by McBade Engineers and Consultants, LLC and authorizing the Waterworks District No. 3 Director to execute any and all documents relating to the substantial completion of this project.

Paul Trahan read aloud Item #7(b) and asked the board if there would be a motion and second.

It was motioned by James Sprague; seconded by Allen Douet, Jr. to adopt a resolution granting substantial completion for the Water System Improvements Contract No. 2, Ground Storage Tank for the Waterworks District No. 3 (Coteau), all as completed by NCMC, LLC and recommended by McBade Engineers and Consultants, LLC and authorizing the Waterworks District No. 3 Director to execute any and all documents relating to the substantial completion of this project. Motion carried by unanimous vote.

The following resolution was adopted on October 27, 2025.

A motion was made by James Sprague and duly seconded by Allen Douet, Jr. and duly adopted.

RESOLUTION OF ACCEPTANCE

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN ACT OF ACCEPTANCE FROM NCMC, LLC PERTAINING TO THE COMPLETION OF THE CONTRACT FOR THE "WATER SYSTEM IMPROVEMENTS CONTRACT NO. 2 – GROUND STORAGE TANK FOR THE WATERWORKS DISTRICT NO. 3 (COTEAU)".

WHEREAS, NCMC, LLC, as Contractor, has substantially completed the "WATER SYSTEM IMPROVEMENTS CONTRACT NO. 2 – GROUND STORAGE TANK FOR THE WATERWORKS DISTRICT NO. 3 (COTEAU) in accordance with the plans and specifications contained in the contract Documents pertaining thereto; and

WHEREAS the WATERWORKS DISTRICT NO. 3 (COTEAU) desires to accept the completed Work, subject to the completion of any punch list items;

NOW, THEREFORE, BE IT RESOLVED by the WATERWORKS DISTRICT NO. 3 (COTEAU) That the Executive Director of said WATERWORKS DISTRICT NO. 3 (COTEAU) be, and is hereby empowered, authorized and directed to execute a Notice of Acceptance for and on behalf of the WATERWORKS DISTRICT NO. 3 (COTEAU), accepting the work as being substantially completed, and that he is authorized and directed to have a copy of said acceptance recorded in the Conveyance Records of the Parish of Iberia, State of Louisiana.

THEREUPON, the above resolution was declared adopted.

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CERTIFICATE

I, BARRETT HEBERT, SECRETARY of the WATERWORKS DISTRICT NO. 3 (COTEAU), do hereby certify that the above is a true and exact copy of a resolution adopted by the WATERWORKS DISTRICT NO. 3 (COTEAU) on OCTOBER 27, 2025, at which time a quorum was present and voting.

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BARRETT HEBERT, SECRETARY  
WATERWORKS DISTRICT NO. 3 (COTEA

- c. Discuss and vote on a resolution accepting the FY2026 budget.  
Brad Cradeur reviewed with the board the changes to the Fiscal Year 2026 Budget.  
Brad Cradeur opened for questions and discussion.  
Paul Trahan asked that Brad Cradeur share with the board the expediting of the panel Change Order.  
Brad Cradeur explained the necessity of the Change Order and brief discussion followed.  
Lengthy discussion was had regarding the Fiscal Year 2026 Budget and revisions.  
Paul Trahan read aloud Item #7(c) and asked the board if there would be a motion and second.  
It was motioned by Barrett Hebert; seconded by Ray Gary to adopt a resolution approving the Waterworks District No. 3 (Coteau) Fiscal Year 2026 Budget as discussed and revised. Motion carried by unanimous vote.

The Following resolution was offered by Barrett Hebert; seconded by Ray Gary and carried:

RESOLUTION

A RESOLUTION APPROVING THE WATERWORKS DISTRICT NO. 3 (COTEAU) FISCAL YEAR 2026 BUDGET AS DISCUSSED AND REVISED.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Waterworks District No. 3 (Coteau) that the Waterworks District No. 3 (Coteau) Fiscal Year 2026 Budget is approved as discussed and revised.

THEREUPON, the above resolution was declared adopted on the 25<sup>th</sup> day of October, 2025.

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CERTIFICATE

I, Barrett Hebert, Secretary of the Waterworks District No. 3 (Coteau), do hereby certify that the above is a true and exact copy of a resolution adopted by the Board of Commissioners on October 25, 2025, at which time a quorum was present and voting.

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Barrett Hebert  
SECRETARY  
WATERWORKS DISTRICT NO. 3 (COTEAU)

ITEM #8 – ANNOUNCEMENTS

Paul Trahan advised the board that the next board meeting would be held on Monday, November 17, 2025 and agenda items would be due by Wednesday, November 12, 2025.

ITEM #9 - ADJOURNMENT

It was motioned by James Sprague and seconded by Barrett Hebert that the meeting be adjourned. Motion carried by unanimous vote.

There being no further business, the meeting was adjourned at 6:07 p.m.

Minutes were taken from notes and Tascam Recorder and transcribed by Carolyn L. Romero.

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BARRETT HEBERT, SECRETARY  
WATERWORKS DISTRICT #3 (COTEAU)

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PAUL TRAHAN, PRESIDENT  
WATERWORKS DISTRICT #3 (COTEAU)