

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

Wednesday, January 22, 2025

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

ABSENT: Preston Broadwater

VISITORS: None

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

The Minutes of the regular meeting of December 18, 2024, were accepted as written. It was moved by Mr. Forrest, seconded by Mr. Masson 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 18, 2024, are attached and marked "Exhibit A." Mr. Dunn explained the bills already paid and answered questions from the Board. This included explaining the bill from Automation Service was for 2 months, the bill from La. Rural Water Association was for dues and the bill to Raggio was for new tires for a District's vehicle. By Motion of Mr. Howard and seconded by Ms. Jones, the board unanimously approved Exhibit A.

II) Customer Status Report:

The Status Report for December 2024, is attached and marked "Exhibit B." The Board discussed water usage and disconnections. By Motion of Mr. Metoyer and seconded by Mr. Forrest, 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 December 2024 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. Metoyer, the board unanimously approved Exhibit C.

IV) Monthly Balance Sheet:

The Monthly Balance Sheet as of December 31, 2024, 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) Past Due Accounts:

The Board discussed the status of the past due accounts and their collections.

VI) Equipment/Personnel:

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

VII) Contract with Village of Natchez

The Board discussed the contractual agreement with the Village of Natchez for cut -off services, and whether it needed to be renewed. A review of the contract revealed that it automatically renews unless one of the parties notified the other of their desire to terminate the contract.

NEW BUSINESS

I) New officers were selected for 2024. Ms. Jones is the President; Mr. Masson is Vice-President and Mr. McNeely is the Secretary-Treasurer. The Board discussed banking and investment institutions, its official journal and employee raises. By motion of Mr. Henderson, and seconded by Mr. Metoyer, the board unanimously approved the new officers, the maintenance of the same banking, investment, and publication arrangements and employee raises. Raises effective January 1, 2025

II) Mr. Dunn advised the Board of the need to purchase a new vehicle as the current one has in excess of 250,000 miles. After discussion it was moved by Mr. Metoyer, seconded by Mr. Longlois and unanimously approved that Mr. Dunn was authorized to solicit bids for both a 1 ton and a 3/4 ton vehicle and report to the Board the results of the bids received so a decision could be made as to which vehicle to purchase.

III) The next regular meeting will be on February 19, 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. Howard, seconded by Mr. Metoyer and unanimously approved, that the meeting adjourns.

Attest:



SECRETARY-TREASURER



PRESIDENT