

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

Wednesday, September 24, 2025

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

ABSENT: Preston Broadwater; Patrick Masson

VISITORS: James Rhodes

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

The Minutes of the regular meeting of Wednesday August 27, 2025, were accepted as written. It was moved by Mr. Howard, seconded by Mr. Metoyer 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 September 24, 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 bill from Computer Allies, Inc. was to upgrade the District's computers; the bill from MidSouth Tractor Co. was associated with the District's Kubota; and the bill from Thomas, Cunningham was for the District's audit. By motion of Mr. Howard and seconded by Mr. Longlois, the board unanimously approved Exhibit A.

II) Customer Status Report:

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

IV) Monthly Balance Sheet:

The Monthly Balance Sheet as of August 31, 2025, 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. Howard, the board unanimously approved Exhibit D.

NEW BUSINESS

I) Mr. James Rhodes was present to discuss his and other District's customers receipt of a late fee for the delinquent payment of the past months water bill. The problem was associated with the Post Office, who apparently misplaced the water bill of customers that did not reside in the Village of Natchez. After a lengthy discussion, the Board decided that since the late receipt of the bills was the fault of the Post Office, and not the District, and it would be impossible to determine if the delinquent bills were the result of the bills arriving late of just not being paid on time, the late fees would not be waived. Mr. Rhodes suggested that in the future the District utilize the Alert feature on the District's website to advise customers of any future problems or issues. Mr. Dunn will check into utilizing this feature in the future.

II) During the January 2025 meeting Mr. Dunn advised the Board that the District required the purchase of a new truck. It was at that time approved by the Board for Mr. Dunn 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. Because of the need to drill a new well, Mr. Dunn attempted to delay the truck purchase, however during the July 2025 meeting, Mr. Dunn advised the Board that the District required a new truck immediately and so he would send out bids for a new truck. Mr. Dunn advised the Board during the August meeting that he only received one bid back but noticed that it was for a 2024 truck and not a 2025 truck as advertised. Mr. Dunn therefore resoliciting bids for a 2024 or 2025 1-ton or 3/4-ton truck. Three bids were received back, with one bid for a 2024 3/4-ton, one for a 2025 3/4-ton truck and one for a 2025 one-ton truck. Mr. Dunn wants to get additional information as to whether the one-ton truck has single or dual wheels on the back. By motion of Mr. Longlois, seconded by Mr. Forrest, the Board unanimously authorized Mr. Dunn to choose a 2025 model and select the one-ton truck if Mr. Dunn felt that truck would best fit the District's needs or if not, select the 3/4-ton truck.


III) Mr. Dunn advised the Board about the problems the District is having with the disconnecting of customers that are delinquent with their sewage bills with the Village of Natchez. The District is receiving incorrect names and addresses, which is causing a waste of time for the District. Mr. Dunn will address the problems with the Village.

III) The next regular meeting will be on October 22, 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. Forrest, and unanimously approved, that the meeting adjourn.

Attest:


SECRETARY-TREASURER


PRESIDENT