WEST ALLEN PARISH WATER DISTRICT

# SPECIAL MEETING

# TUESDAY, JUNE 21, 2022

## Opening

The special meeting of the WEST ALLEN PARISH WATER DISTRICT was called to order at 5:40 p.m. on Tuesday, June 21, 2022 at the office of West Allen Parish Water District by Rusty Reeves, Chancy Frith prayed.

## Present

Rusty Reeves, Chancy Frith, Kurt Schultz, Carl Ritter, Amy Materne, Jonette Westmoreland & Nathan Booher.

**Absent**

Ira Savoie & Glen Monceaux

**Guests**

Joe Green, District Attorney of Allen Parish

**Office Manager**

Rusty Reeves asked Jonette if she was given notification concerning the special meeting and she responded that she had. He asked her if she wanted it to be an executive session or open meeting. She responded that the open meeting was fine. Joe Green interjected and wanted to give guidance according to the laws in this case and stated that only convictions should be considered and weighed. He also mentioned that our policy manual applies to an application process for hiring. Carl Ritter asked if there were any convictions and Jonette replied that there were no felony convictions but there was a misdemeanor conviction and fines were paid. Jonette stated that she had already been held accountable and felt like she was having to be held accountable again. Rusty Reeves stated that the water district is responsible for 1,100 customers that we have to answer to and we need to know how to answer and defend. Jonette stated that she feels like she can be an inspiration to people that can look at her and see how she has turned her life around and that they could do the same. Chancy Frith told her that the board was excited for her to have the job. Kurt asked if she had reviewed the employment application. Jonette stated yes, and that if she had filled out the application, there would be nothing on it to indicate that there had been a felony. She told the board that she appreciated the opportunity. Background checks were discussed between Joe Green and the board and that it would be considered in the application process in the future, but he recommended that we comply with the application process as mentioned in the Employee Policy Manual and add the background check if the board decides to. Mr. Green asked if proper checks and balances were in place and Rusty assured him that they are. Jonette willingly offered to do a background check if the board would like her to. She also will fill out an application and have on file per the board. Rusty stated that she answered all the board’s questions and the board will back her. Chancy asked if she understood why this meeting was needed and she stated that they could have just asked her. Mr. Green explained to Jonette that the position she has taken is a high honor with great fiduciary duties and that in his experience, the people that steal are usually the ones that have no criminal background and that he least expects. He told the board that it would be on page 2 of the Employment Policy manual if they want to add the background check.

1. A motion was made by Carl and seconded by Chancy to table financial resolutions until the July 5, 2022 meeting, passed.

## Post Office Lease Update

Joe Green stated that it was a fairly standard contract in regards to the USPS lease. The board will be required to carry General Liability Insurance, however an email from the Water District’s agent stated that the USPS will have to provide General Liability Insurance and add the Water District to their policy and then in turn, the carrier would issue an extra General Liability Policy at the cost $1,200 to the water district to cover the USPS. The lease is a 20 year lease and they are requesting a property description. Carl mentioned the maintenance rider which states they will be responsible for their own cleaning. The old AC unit back there was discussed and the board directed Nathan to have Rudy Austin check it out and get an analysis of it. The lease stated that we will need $2,000,000 general liability per occurrence and $2,000,000 aggregate insurance. Currently we have $1,000,000 per occurrence and $3,000,000 aggregate. Kurt recommended that we ask the USPS to accept our current policy as it stands. Amy will email Mr. White tomorrow and inform him about the insurance issue and ask him these questions. She will also email the insurance agent and ask for clarification regarding where she found in the lease where the Post Office stated that they could carry the insurance. Mr. Green recommended getting Senator Mike Johnson’s office involved.

1. A motion was made by Chancy and seconded by Carl to negotiate the USPS lease, passed.

## Interconnection Funds Update

Rusty mentioned that he had spoken to Traci Watts and she has no issue with us sending a letter back to them stating that we don’t have sufficient matching funds. SW Allen water and APPJ will not help with the matching funds either. Additionally, Rep. Carrier has been unsuccessful in obtaining the matching funds from the state. Rusty will get with Amy on Thursday morning to put a letter together to the Water Sector Commission to reject the funds.

1. A motion was made by Chancy and seconded by Kurt to send a letter to the Water Sector Commission stating that we are unable to utilize funds due to cost restrictions, passed.

## Sullivan Fontenot Board Term

Chancy and Rusty spoke to Jeremy Rion and he will be able to fulfill Sullivan Fontenot’s term.

1. A motion was made by Kurt and seconded by Carl to seek the appointment of Jeremy Rion to fill Sullivan Fontenot’s board term, passed.

**Adjourn**

1. A motion was made by Kurt and seconded by Carl to adjourn the meeting, passed.

The next scheduled meeting will be held at 5:30 p.m. on July 5, 2022.

**REEVES, LOUISIANA this 21st day of June, 2022**

President: William E. Reeves, Jr., President

Attest: Amy Materne, Office Manager

***This institution is an equal opportunity provider.***

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