WEST ALLEN PARISH WATER DISTRICT

# SPECIAL MEETING

# THURSDAY, JUNE 2, 2022

## Opening

The special meeting of the WEST ALLEN PARISH WATER DISTRICT was called to order at 5:30 p.m. on Thursday, June 2, 2022 at the office of West Allen Parish Water District by Rusty Reeves, Chancy Frith prayed.

## Present

Rusty Reeves, Chancy Frith, Ira Savoie, Kurt Schultz, Carl Ritter, Amy Materne, & Nathan Booher.

**Absent**

Sullivan Fontenot & Glen Monceaux

**Guests**

Natalie Fontenot, Heather Doucet, Jonette Westmoreland and Carol Kibler

**Office Manager Interviews**

Rusty spoke about the Office Manager position available and stated that a lot of it is a learned discipline. He said that they are going to be looking for a person who can adjust to changing job duties. Ira stressed that the board needed to make a good decision because it would be hard to rectify if they didn’t. Chancy agreed. The board interviewed the four potential candidates in the order of Natalie Fontenot first, Heather Doucet second, Kimberly Jonette Westmoreland third and Carol Kibler fourth. Natalie requested $26/hour with a start date of July 1, Heather Doucet requested $17.50/hour with a start date of June 16th, Jonette requested $16/hour with a start date of June 16 and Carol Kibler requested $14/hour and could start tomorrow. After the interviews and the candidates left, the board discussed the assets and qualifications of each candidate. Some felt that Glen and Sullivan need to be sent the resumes for review, but there is a time limit on Amy’s leaving so training needs to start as soon as possible. Chancy felt that Jonette has been waiting for a long term position. Rusty stated that Amy was leaving due to too much pressure being placed on her from the employees. Amy informed the board that the stress from coming from customers, employees and board members and shed light on the main issue for her departure. She and Nathan told the board that morale is low among all of the employees and Amy informed them that if the board didn’t hire one of the more qualified candidates that they could potentially lose half of their remaining staff. The board questioned her about this and she let them know the situation and the reasons behind why she made the statement and referenced the fact that none of the other employees had received a raise or cost of living increase in four years. The board informed Amy to add employee raises on the next agenda.

1. A motion was made by Ira and seconded by Chancy to hire Kimberly Jonette Westmoreland for the position of Office Manager with a start date of June 16, 2022 at a salary of $34,000/year, passed.

## Post Office Lease Update

Rusty stated that there is no update and we are still waiting on the lease.

**Adjourn**

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

The next scheduled meeting will be held at 5:30 p.m. on June 14, 2022.

**REEVES, LOUISIANA this 2nd 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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