



Mire-Branch Water Corporation

1922 Higginbotham Hwy.
Church Point, LA 70525

Phone 337-873-3823
Fax 337-873-4333



September 3, 2024

MEETING MINUTES

ROLL CALL: James Alleman, Paul Guidry, Ken Arceneaux, Danny Richard, Eddie Savoie, Kristin Romero, Kyla Hill

ABSENT: Chris Savoy

Called to order at 6:00 pm by James Alleman.

READING OF THE MINUTES Motion by Ken, seconded by Eddie to approve the previous minutes; motion passed.

VISITORS:

Stephanie Briggs, Sellers & Associates

ENGINEER'S REPORT:

- Motion by Danny, seconded by Ken to pass a resolution authorizing Sellers & Associates to apply for 2025 funding through the Capital Outley program. Motion passed unanimously.
- ARPA funds-The deadline to request funds through APPJ is December 2024. Stephanie has been in contact with them and is waiting for paperwork in order to start drawing down the funds.
- Motion by Danny, seconded by Eddie to authorize Sellers & Associates to advertise for bids to drill a new well using the ARPA funds in order to use those funds for system improvement. Motion passed.

OLD BUSINESS

- Meter tampering-Our attorney, Jessica Marchand, sent an opinion by email. She said that we cannot estimate the water usage, but we can apply the \$500 meter tampering fee to the customer, which will recoup some of the water loss. We will send a letter to the customer per our policy.

WATER LOSS REPORT BY KRISTIN ROMERO:

- 5.3% loss for August

MAINTENANCE REPORT BY KRISTIN ROMERO:

- For the month of August:
- Flush out list 3&4 are completed
- Changed out 23 broken meters
- Repair 3" line on N Richfield and added a 2" valve on Norman Venable Rd

This institution is an equal opportunity provider.

To file a complaint of discrimination, write: USDA, director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800)795-3272 (voice) or (202)720-6382 (TDD).

USDA is an equal opportunity provider, employer, and lender.

This institution is handicap accessible.

- Nation Rd-We put a pressure gauge on the line; they did break it, but it is isolated and we will repair it as soon as they are finished.
- Neptune meters-All newly purchased meters will have a 20 year warranty.
- Ziptility-The price for a one year contract is \$2400 for setup and maintenance. Motion by Ken, seconded by Eddie to approve purchase of the software. Motion passed.

BOOKKEEPING REPORT BY KYLA HILL:

- **General Cash Account**

Beginning Balance	\$681,127.29
Ending Balance	\$506,488.63
Billing 8/30/24	\$114,896.30
Meters Billed	3118

- **Short Lived Asset Replacement:**

Ending Balance	\$208,404.81
----------------	--------------

- **Billing Adjustments:** Total -180.55
Remove LC -180.55

Motion to accept the financial report by Ken seconded by Paul, motion passed.

NEW BUSINESS:

- Board Nominations- Ken Arceneaux and Eddie Savoie are up for re-election. Curtis "Tex" Guidry and Jerry Sonnier have also put in their nominations. Elections will be held on October 8th at the annual meeting.
- Employee Evaluations- The board held employee evaluations and discussed payroll.
- Motion by Paul, seconded by Ken to move into executive session at 6:42 pm.
- Motion by Eddie, seconded by Ken to return from executive session at 7:00 pm.
- Motion by Danny, seconded by Eddie to approve the following changes to payroll: 5% cost of living raise for all employees; increase in board pay to \$300 net; and \$500 increase in augmented pay. Motion passed.
- Motion by Paul, seconded by Ken to approve a \$50 phone stipend to the office manager. Motion passed.

Motion to adjourn by Ken, seconded by Paul; motion passed. Meeting adjourned at 7:05 pm.