

## Hebert Water System Monthly Mtg.

April 9, 2026 at 10 am

Recording secretary Regina Kincaid

Present were Gary Lamartinere, Debbie Mullenix, Regina Kincaid, Randy Mills, Danna Mills, and Christopher Mills. Not present was board members Mark Howard and Shannon Franklin.

Regina Kincaid made a motion to bring the meeting to order and seconded by Debbie Mullenix.

Regina Kincaid read the minutes from the March meeting, Debbie Mullenix made a motion to accept the minutes from March and seconded by Regina Kincaid.

President gave an update on the usage of work trucks, still unclear on insurance and liability coverage. This issue was tabled till next month and more information was gathered.

Randy Mills and Gary LaMartinere gave an update on the Boeuf River Bridge Project, our water line crossing the river is not in conflict with with the disposal of the old bridge and construction of a new bridge. Construction should begin late 2026 or early 2027.

Danna Mills and Gary LaMartinere gave an update on the conflict with Leray Construction requesting payment for work completed and charging of interest while funds are awaiting to be distributed from the federal grant. Leray Construction has not completed the ground clean up surrounding the work area. As of this date Leray Construction has been issued payment.

Danna Mills stated that she had placed an ad in the local newspaper requesting applications and/or resumes for a field position since Randy Mills has reduced his work load/weekly hours.

Discussed possibly looking into advertising for a front office person in the next couple of months due to Ms. Hendrix notifying the system that she would be retiring near the end of the year. Mention was made that we fill the field position first before opening the front office position to be filled. Ms. Hendrix stated that she would stay as long as we needed her.

President Gary LaMartinere discussed that he was in the process of writing an employee handbook but had not completed it yet. He is still gathering employee descriptions and vacation and sick leave policies.



Randy Mills informed the board that a semi truck backed into the Hebert Water sign causing damage to it in front of the office and required a towing service. He stated that he is currently searching for bids to repair the damaged sign at the cost to the truck driver and will report to the board any updates on the situation.

Danna Mills updated the board on the monthly financial statement. Randy Mills clarified the expenses on repairing 2 large valves that had broken recently. Debbie Mullenix made motion to accept the financial statement and seconded by Regina Kincaid.

Danna Mills issued the board members a list of prior customers that have unpaid balances that have moved or refused to pay. Open discussion on how to retrieve these monies. Until a solution is made, personnel will continue to make phone calls to these prior customers in attempt to collect these monies.

An insurance representative was present after the business mtg to discuss supplemental policies such as vision, dental, short term disability, and etc. that the employees could review and decide if they would like to acquire any policies. Employees were given a booklet describing each and a business card to contact if they were interested.

Debbie Mullenix made a motion to adjourn the meeting and seconded by Regina Kincaid.