**NW ALLEN PARISH WATERWORKS DISTRICT**

**REGULAR MEETING**

February 23, 2023

The regular meeting of the NW Allen Parish Waterworks District was called to order at 6.00 PM, on Thursday, February 23, 2023 at the Water District Office by Joy Williams. A prayer was given by Joshua Thompson, and the Pledge of Allegiance was repeated.

Present

Charles Morrow, Joshua Thompson, Shirley Stanton, Joy Williams, Penny Johnson, Dustin Kisting, and Kristen Mckenzie

Absent

Don Dowies

Approval Of Minutes

Joy Williams stated that the January Minutes as presented with no corrections, stand approved as read.

New Business

* Dustin Kisting told the Board about the large leak at an uninhabited residence on Grigg Rd. This leak explains our high “unaccounted for” water losses.
* Kristen Mckenzie brought up dog issues when reading meters. The Board discussed several options.
* The Board was informed that our District received a grant for $10,649 for maintenance and improvements on our Chlorine System, and our Booster Pumps.
* The Board was informed that we need 20 radio-read meters installed by March 17, 2023. We have 6 so far. Master Meters will come install software, and train us on April 18-19, 2023. Charles Morrow made a motion to buy 14 radio-read meters. Joshua Thompson seconded. All agreed.
* Shirley Stanton made a motion to reimburse Dustin Kisting for one night’s motel stay in Shreveport on March 16, 2023, the night before he takes his 3 Class 2 Tests.
* The Office Manager told the Board about ServLine Water Leak Insurance. The Board would like to hear from the Representative at the next Board Meeting in March.

Old Business

* Kristen Mckenzie discussed issues with getting secondary containment containers. She will get another quote from Hawkins, Inc.
* Dustin Kisting received 2 bids to building the concrete ramp for the chlorine building. Joshua Thompson made a motion to accept the lowest bid from Adam Johnson. Charles Morrow seconded. All agreed.
* The Office Manager gave an update on the Revolving Loan for Water Filters.

Office Manager Report

* All required documents were sent in for our Water Grade, by the January 31, 2023 deadline.
* The Board received a draft copy of our Personnel Handbook, to look over and comment.
* The Board was updated on the status of archiving our old records.
* There were 567 active customers during the month of January.

Charles Morrow made the motion to adjourn. Shirley Stanton seconded. All agreed.

The next scheduled meeting will be held at 6:00 pm on March 13, 2023.

President: Joy Williams, President

Attest: Penny Johnson, Office Manager