

**Water Works District No. 2
St. Tammany Parish, State of Louisiana**

**Board of Waterworks Commissioners Meeting
Water District No. 2 Office, Hwy. 36, Covington, LA**

October 14, 2025– 5:00 p.m.

Staff Present: Jessica Puckett – Office Manager
Grady Thigpen – Field Supervisor

Board Present: Benjamin Martino – President
Pierre Fabre – Vice President
Lorraine Saba – Secretary/Treasurer
Sarah Holzhalb – Board Member
Monique Stubbs – Board Member

Staff Absent: Julie Williams – General Manager

Call to Order: The meeting was called to order by President Benjamin Martino.

Minutes: Minutes of the September 8, 2025 meeting were read. Motion to approve them was made by Monique Stubbs and seconded by Pierre Fabre.

Bank Balances: Bank balances for the month ending September 30, 2025 were read by Lorraine Saba.

Jessicca Puckett spoke:

Profit & Loss: The Profit & Loss report for September looked good. The category Contract Labor was explained as labor being performed by a subcontractor.

Water Loss: Water loss was 10.39%, and in line with previous months.

Field Operator Certification: Casey Burge is scheduled for November 1, 2025 to take the exam again for Water Production and Water Treatment. James Deyo has been helping him study for it. Ben asked if this will be a travel expense but was told that the test is just a one-day affair with no overnight accommodations. The only expense will be fuel to travel to and from the test site.

Sustainability Rate Study: Julie contacted Corey Harris with the Department of Health and he recommended that we have a rate study done. Julie sent in the Rate Study request form signed by Benjamin Martino and we are on the list. This will take six months to get done.

Cloud Software Migration: Jessica said that the Cloud Software Migration is complete, but with a couple of issues. The after due date amount is not calculating correctly, and there is a problem with dollar amounts having zero endings. The glitch in the Caselle billing software program has been fixed, but they are still having scanning problems. Caselle and Bridgenet are working together to resolve with a shared drive folder.

Grady Thigpen spoke:

Truck: The safety lights for Grady's new truck, the 2025 Ford F250 were installed, but one light was bad so it's now on back-order. The 2016 Ford F250 is scheduled to be cleaned up and placed for auction on GovDeals.

Trailer Tires: Three new tires are needed on Grady's trailer that holds large equipment.

No further business to discuss, a motion to adjourn was made by Monique Stubbs and seconded by Pierre Fabre.

Submitted by: Lorraine Saba
10/15/2025