

**SOUTHEAST WATERWORKS DISTRICT NO. 2  
VERMILION PARISH, LOUISIANA  
BOARD OF COMMISSIONERS, SPECIAL MEETING  
MAY 30, 2024**

The Southeast Waterworks District No. 2 Board of Commissioners of the Parish of Vermilion, State of Louisiana, met for a special meeting at its meeting place, the Conference Room of the Southeast Waterworks District No. 2 Building, 417 Trahan Street, Abbeville, Louisiana, Thursday, May 30, 2024, at 4:00 p.m.

Present: Clint Dugas, Chairman; Shelby Bernard, Vice-Chairman; Kelly Richard, Secretary; Sandy Richard, Commissioner; and Susan Wilhelm, Commissioner.

Absent: Roland Brailey, Commissioner.

Personnel: Susan Lemaire, Office Manager; and James Brasseaux, Plant Manager.

The meeting was called to order by Clint Dugas, Chairman to discuss hiring for Office Personnel.

Discussion about hiring Office Personnel for when Susan Lemaire and Kim Thomas retire. Discussion of what is legally required as a government entity for hiring personnel. Will get with Ronnie Melebeck about requirements. The Board requested Susan and Kim to work on a Basic Operating Procedure Manual for the Office. Will discuss hiring Office Personnel closer to their retirements.

There being no further business to come before the Meeting Body, a motion by Kelly Richard, seconded by Sandy Richard, and carried, to adjourn the meeting at 4:40 p.m.

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Kelly Richard, Secretary

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Clint F Dugas, Chairman

