

PERSONNEL COMMITTEE
MINUTES OF MEETING
December 29th, 2025
4:30 P.M.

Present: Nathan Pilgreen, Russell Wade and Ben Bridges. Absent: A.J. Ford, Jr.
Also present: Curtis Moses, Glenn Hutto, Mike Holley and Jeremy Hobbs.

Mr. Pilgreen called the meeting to order. Mr. Wade led the group in prayer.

There were no public comments on agenda items.

Motion Mr. Bridges, seconded by Mr. Wade and declared adopted by unanimous vote to approve the agenda as written.

Motion Mr. Wade, seconded by Mr. Bridges to approve the minutes of the August 5th, 2025 meeting. Motion carried unanimously.

Motion made by Mr. Wade and seconded by Mr. Bridges for the Committee to enter into executive session for the purpose of personnel issues. Roll call vote: YEAS 3, NAYS 0, ABSENT 1.

Motion made by Mr. Wade and seconded by Mr. Bridges for the Committee to come out of the executive session and to return to the meeting; no action taken in executive session. Roll call vote: YEAS 3, NAYS 0, ABSENT 1.

Mr. Pilgreen read the job duties for the Landfill Superintendent, Milas Joe Davidson. These are in addition to the regular job duties outlined in the official job description.

- Make sure employees are on time – if they aren't on time, leave early or waste time then employees should be written up.
- No inmates riding in vehicle just to do errands.
- Open the gate and close the gate – you should be the first one there and the last one to leave.
- No overtime.
- Enforce no smoking policy in buildings, vehicles and equipment.
- Run landfill scales when scale house operator is not there – this includes the operator's lunch, sick and vacation time.
- Mechanic should get their own parts or equipment as needed. Parts can be ordered by superintendent, but mechanic should get his own parts.
- Cross training must be done – routes, front load trucks, dozers and packers.
- Conduct monthly safety meetings.
- Fully focus on the day-to-day operations and keeping Landfill DEQ compliant.
- Follow up on equipment being serviced – equipment on the hill should be washed and greased weekly with records; tracks are to be cleared of dirt and trash debris weekly.
- Water Samples.
- Spend the large majority of time inside the perimeter of the Landfill.
- Obtain CDL Class A license.

- Fill in for garbage truck drivers if they are absent. This will depend on the Assistant Landfill Superintendent being in the Landfill.

Motion Mr. Bridges, seconded by Mr. Wade to recommend to the full jury to suspend the Landfill Superintendent, Milas Davidson for one week without pay. Motion carried unanimously.

Mr. Pilgreen read the job duties for the Assistant Landfill Superintendent, Justin Echols. These are in addition to the regular job duties outlined in the official job description.

- Oversee drivers and fill in when needed. No exceptions unless Milas is off.
- Oversee trucks - Trucks must be washed/greased weekly and records kept.
- Oversee sites. Make sure sites are clean and serviced.
- Write up drivers that are late and leaving early.
- Overtime held to a bare minimum – work an 8-hour shift from 7:00 AM until 3:30 PM.
- Do not allow inmate in the trucks except pickup or drop-off from UPDC.
- Do not allow sitting in the truck, equipment or building with inmates smoking.
- Do not allow smoking in equipment, trucks or building.

Motion Mr. Wade, seconded by Mr. Bridges to recommend to the full jury to suspend the Assistant Landfill Superintendent, Justin Echols for one week without pay. Motion carried unanimously.

A brief discussion was held regarding random drug testing for the entire Union Parish Police Jury employees. The random drug testing would include the following departments:

- Landfill
- Road
- Annex Administrative Staff
- Section 8
- Maintenance Crew

Motion Mr. Bridges, seconded by Mr. Wade to recommend to the full jury to implement random drug testing effective February 2nd, 2026. Motion carried unanimously.

There being no more business to come before the committee, Mr. Pilgreen declared the meeting adjourned upon motion by Mr. Wade and duly seconded by Mr. Bridges on this the 29th day of December, 2025.

Nathan Pilgreen, Chairman
Paula Strickland, Secretary/Treasurer