

**PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING MINUTES**

April 15, 2015

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, April 15, 2015, in the Pearlington Recovery Center.

In Attendance:

Cabrina Bell, Commissioner

James Lamy, Chairman

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaize, CPA

Mike Haas, Jr., Attorney

Absent:

Rosa Jackson, Commissioner

Chairman Lamy called the meeting to order at 4:05 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

PUBLIC REQUEST TO SPEAK

Evelyn Carver – not present

David Daniel – not present

Diana Sharp/C.A. Russ – not present

OLD BUSINESS

- **Motion** was made by Commissioner Bell, seconded by Chairman Lamy, to approve March 18, 2015 Minutes. **Motion passed.**
- **Motion** was made by Commissioner Bell, seconded by Chairman Lamy, to approve the March 2015 Docket. **Motion passed.**
- **Motion** was made by Commissioner Bell, seconded by Chairman Lamy, to approve the March 2015 Treasurer's Report. **Motion passed.**

BOARD ACTION ITEMS

- Motion was made by Commissioner Bell, seconded by Commissioner Wilkinson, to accept the resignation of Betty Baxter as Commissioner of the Pearlington Water and Sewer District Board, effective March 31, 2015. **Motion passed.**
- **Motion** was made by Commissioner Wilkinson, seconded by Commissioner Bell, to approve the PWSD General Manager's request to contact Mr. Jason Chiniche to investigate the possibility of applying for available grants. Discussion. **Motion failed.**

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- **Motion** was made by Chairman Lamy, seconded by Commissioner Wilkinson, to invite Mr. Byron Griffith of Dewberry to address the Board about funding sources for future PWSD projects. **Motion passed.**

NEW BUSINESS

- Date of next regular monthly meeting is May 20, 2015, at the Pearlington Recovery Center.
- Discussion of over/under billing from HCUA. **Motion** was made by Chairman Lamy, seconded by Commissioner Bell to pay the amount owed, \$1301.00. **Motion passed.**

CHAIRMAN'S REPORT

- HCUA Activity Summary:
- Chairman Lamy was unable to attend the HCUA Board of Directors meeting. He was informed by Mr. David Pitalo that Shane, the HCUA representative from Waveland, had figures to show HCUA Board members that Waveland and Bay St. Louis are paying their fair share. Pending issues/concerns are to be addressed in the upcoming scheduled workshop. Chairman Lamy and Ty Necaïse are to attend the meeting.
- District Review:
Discussion of PWSD services provided compared to customer rates. **Motion** made by Chairman Lamy, seconded by Commissioner Bell, to create a district Finance Review Committee to meet once a month to examine rates and costs and to seek possible rate reductions. **Motion passed.**

BOARD MEMBER REPORTS

None

CPA'S REPORT (TY NECAISE) (1 Attachment)

- Monthly Budget Report was not prepared for presentation due to other obligations of Mr. Necaïse. The Profit & Loss Statement was presented.
- Handbook Updates: Handbook committee meetings have started. The first activity of the committee will be to revise the table of contents of the PWSD Employee Handbook.

GENERAL MANAGER'S REPORT (3 Attachments)

- Operations:
 - As of April 15, 2015, the PWSD office has a professional answering service, Responsive Answering Service, for evenings and holidays.
 - PWSD General Manager requested guidance on credits that result from billing mistakes. Current policy only covers security deposit refunds. It was determined that overpayments should be credited or refunded to the person making the payments. It was also suggested that if credits or refunds exceed \$60.00, the situation should be brought before the Board.
 - The Board authorized Attorney Haas to investigate a resident receiving water service without sewer service.

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-PWSD General Manager presented a Relocation/Installation of Step-Tank and Water Meter Service fee schedule for review. (Attachment) Suggestions for revisions to the fee schedule were made. Action on the fee schedule was tabled until the next meeting.

ATTORNEY'S REPORT

- Attorney Haas explained that action requested by the Board on collections will be initiated next week or the following week.
- Representative Timmy Ladner was contacted by Attorney Haas. Mr. Ladner stated they did not get the bill passed which would have allowed a substitute representative on HCUA. Mr. Haas spoke to David Baria who represents Pearlington. He said they would work on it next year.
- The alignment of the User Agreement with other PWSD documents is forthcoming.

EXECUTIVE SESSION

None

ADJOURNMENT

Motion was made by Commissioner Bell, seconded by Chairman Lamy, to adjourn the meeting. **Motion passed.**

There being no further business, the Chairman adjourned the meeting at 5:39 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman