

PEARLINGTON WATER & SEWER DISTRICT
Board of Commissioners
Regular Scheduled Monthly Meeting
Wednesday, September 17, 2014
AGENDA

CALL TO ORDER/WELCOME/ROLL CALL

- Welcome /Pledge of Allegiance/ Moment of Silent Reflection

PUBLIC REQUEST TO SPEAK

- Jean (Dallas) Trammell

OLD BUSINESS *(5 minutes)*

- Approval of August 20, 2014 Minutes
- Approval of August 2014 Docket
- Approval of August 2014 Treasurer Report
- Request for Cash # 43 , Legal \$1,235.95
- Request for Cash # 44, August M&O & Payroll \$23,110.37
- **CHAIRMAN REPORT** *(10 Minutes)*
- HCUA Activity
- Clarification of Overtime Pay for call-outs (from last meeting)
- **CPA REPORT (Ty Necaise)** *(15 Minutes)*
- Monthly Budget Report

ADMINISTRATIVE REPORT *(10 Minutes)*.

- Request from Yarborough Law Firm in behalf of Board of Supervisors

ATTORNEY REPORT *(10 Minutes)*

- Liens & Court
- Other

B&B FIELD REPORT *(10 Minutes)*

- IPAD purchases – Status
- Pumps/Filter-Request for purchase
- Vacuum Trailer purchase – Status
- New IRI Program Announcement
- Operators Report
- Maintenance/Installation Activities
- Customer Complaints

NEW BUSINESS *(10 Minutes)*

Date of next regular monthly meeting (October 15, 2014)

EXECUTIVE SESSION

ADJOURNMENT

James Lamy, Chairman

Mike Haas, Jr., Attorney

PEARLINGTON
WATER AND SEWER DISTRICT
5265 HIGHWAY 604
POST OFFICE BOX 130
PEARLINGTON, MS 39572
228.533.0037

Betty Baxter
Cabrina Bell

Rosa Jackson
Elbert Walters

Board Attendance Log

Meeting Date: September 17, 2014

Board Members:

Name:	Initial:	Notes:
James Lamy, Chairman	<i>Int Sept 2014</i> <i>[Signature]</i>	<i>Commissioners For Decm Sept</i>
Cabrina Bell, Vice-Chairman	<i>CB</i>	
Betty Baxter, Treasurer/Sec.	<i>BB</i>	
Rosa Jackson, Commissioner	<i>RJ</i>	
(Vacant)		

ATT "B"

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

September 17, 2014

The Pearlinton Water and Sewer Board of Hancock County, Mississippi, met in official session on Wednesday, September 17, 2014, in the Pearlinton Community Center.

In Attendance:

James Lamy, Chairman
Betty Baxter, Commissioner
Cabrina Bell, Commissioner
Rosa Jackson, Commissioner
Zoe Bretzius-Bowers, Gen. Mgr
Ty Necaise, CPA
Mike Haas, Attorney

Absent:

The Chairman called the meeting to order at 4:00 p.m. The Pledge of Allegiance was said followed by a moment of silent reflection.

PUBLIC REQUEST TO SPEAK

- Jean (Dallas) Trammell had requested to appear before the board but was not in attendance.

OLD BUSINESS

- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve August 20, 2014 minutes. Motion was approved.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to accept the August, 2014 docket. Motion was approved.
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to accept the August, 2014 Treasurer Report. Motion was approved.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to approve Request for Cash # 43, Legal for \$1,235.95. Motion was approved.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to approve Request for Cash # 44, August M&O & Payroll, \$ 23,110.37. Motion was approved.

CHAIRMAN REPORT

- HCUA Activity:
 - Resignation of David Yarborough was accepted and the position is to be filled by Steve Seymour.
 - G. W. Graham was elected to serve as Chairman on the HCUA Board of Directors.
 - MSDEQ notified HCUA that the remaining 56 easements in the Kiln must be completed by the end of the year.

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

- The HCUA budget for FY15 was approved
- Directors agreed to utilize the over/under funds to supplement the deficit in the water budget.
- HCWSD and Kiln District have agreed to increase their use of HCUA water for trial period to determine any cost savings.
- Clarification of Overtime Pay for call-outs which was tabled at last two meetings was not discussed at this meeting.

CPA REPORT (Ty Necaise)

- Monthly budget report (Att.A) was presented and reviewed.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Lamy, to spread on the minutes, the Board Attendance Log (Att. B) used to verify Commissioners attendance for per diem payments. Motion was approved.
- Information was provided regarding rates for Certificate of Deposits (CD's) for a one year period. Hancock Bank offer .30 percent; The Peoples offered .25 percent; and The First Bank offered .11 percent.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to authorize the Treasurer to procure multiple CD's for a total of \$400,000. Motion was approved.

ADMINISTRATIVE REPORT

- A letter of request from the Board of Supervisor's attorney, Gary Yarborough was acknowledged. He requested copies of FY14 approved and actual budget and FY15 approved budget. This request will be provided as the information becomes available.

ATTORNEY REPORT

- Attorney Haas reported that he has two delinquent accounts ready to take to court. He recommended that three other delinquent accounts would not justify the cost to attempt collection.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Lamy, to accept the recommendation of the attorney and move the three delinquent accounts to the uncollectable book. Motion was approved.

B&B FIELD REPORT

- Ditch witch Vac Trailer was delivered and used the first day. Several other districts call the General Manager to express interest in the equipment. The Kiln district expressed interest in acquiring this equipment and our district would like permission to take the equipment to the Kiln district for show and tell demonstration. Commissioners were in agreement to allow the equipment to travel to the Kiln for demo purposes.
- One IPAD was acquired through CSpire and the representative is assisting to install the required apps.

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

- Step Tank inserts were received and it was found that Gulf Coast Pump insert did not fit. Orenco inserts fit all of the step tanks.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Lamy, to authorize procurement of five (5) pumps and five (5) inserts from Orenco (not to exceed \$5,000) and place these systems in five active systems with high repair calls. Orenco pumps/inserts are to be used in the future, after existing spares are exhausted. Motion was approved.
- Credit card use is increasing
- 92 late notices have been mailed this month.
- RG3 Meter Company is offering an Infinity Replacement Incentive (IRI) Program to replace all infinity water meters in our system. General Manger requested that Commissioners review the letter and give her time to fully investigate for discussion at the next meeting.
- Commissioners were provided with a draft copy of a Records Retention Policy for discussion and approval at the next meeting.

NEW BUSINESS

- Date of next regular meeting is October 15, 2014.

EXECUTIVE SESSION

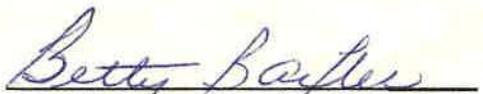
Motion was made by Commissioner Baxter, seconded by Commissioner Lamy, to go into executive session to discuss personnel. Motion was approved with Commissioners Lamy, Baxter, Bell, and Jackson voting yea. Executive session was entered at 5:10 p.m.

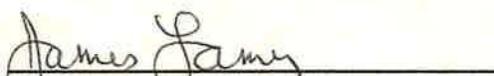
Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to exit Executive session with no action being taken. Motion was approved and General session was resumed at 5:27 p.m.

GENERAL SESSION (Resumed):

Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to adjourn the meeting. Motion was unanimously approved

There being no further business, the Chairman adjourned the meeting at 5:27 p.m.


Betty Baxter, Secretary/Treasurer


James Lamy, Chairman