

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

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NOVEMBER 18, 2015**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, November 18, 2015, in the Pearlington Recovery Center.

In Attendance:

Absent:

James Lamy, Chairman

Cabrina Bell, Commissioner

Rosa Jackson, Commissioner

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaize, CPA

Michael Haas, Attorney

Chairman Lamy called the meeting to order at 4:03 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

PUBLIC REQUEST TO SPEAK

Mike and Susan Hanley - Mr. and Mrs. Hanley wished to discuss a high water bill. After discussion of the issue, Chairman Lamy assured them that the PWSD General Manager would investigate and would provide the Board a report of her findings. The report would determine if an account adjustment would be warranted.

OLD BUSINESS

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve October 2015, Board Meeting Minutes. **Motion passed.**
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve the November 2015 Docket. Discussion: CPA Ty Necaize explained the proposed expenditure to HCUA was based on the new rate. It was determined that the new rate would be paid. Chairman Lamy asked about the expenditure at Coburn Supply. PWSD General Manager explained the expenditure covered maintenance of stock. An explanation was provided also for the high answering service billing. The calls were exceeding purchased time, so more time was purchased. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the October 2015 Treasurer Report. **Motion passed.**

NEW BUSINESS

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Date of next regular monthly meeting is December 16, 2015, at the Pearlington Recovery Center.

The Board agreed to again host a Christmas/Holiday celebration for PWSD employees prior to the December 16, 2015, Board meeting at 3:30 p.m. Refreshments will be provided through business partner funds and personal funds.

CHAIRMAN'S REPORT

- HCUA Activity
The HCUA Audit Report was not presented to the HCUA Board because the auditor was unable to attend. The HCUA Board did discuss the findings presented at an Audit Report meeting.
- Chairman Lamy and Nancy Depreo met with Port and Harbor Board president Ashley Edwards about collaboration for potential grant that would provide a back-up well. Expectation is that the incoming Board members will provide support for the project.

BOARD MEMBER REPORTS

- Board Treasurer Denise Wilkinson explained that reserve accounts were accumulating interest that served no benefit to the accounts. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to allow the board treasurer to redirect interest from reserve accounts into the Operations account to make the funds accessible. **Motion passed.**

CPA REPORT (TY NECAISE)

- Presentation of Monthly Budget Report (Attachment)
- Audit Report FY2014
- Update on the remote hosting service. The service has been established and is being utilized successfully
- Account Adjustments: **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the recommendation of the PWSD General Manager to apply the one-time account adjustment to customer account #850 (\$185.32) and customer account #246 (\$115.91) due to a leaks, in accordance with District policy. **Motion Passed.**

GENERAL MANAGERS REPORT

Operations:

- PWSD General Manager submitted an Operations Status Report (Attachment) for Board review.
- The 2016 Holiday Schedule and 2016 Schedule of Monthly PWSD Board Meetings was presented for review. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to amend the PWSD Holiday Policy whereby the Friday following Thanksgiving will replace the State recognized Confederate Memorial Day Holiday. **Motion passed.**
- Larry Schaffer has been employed as a field technician.

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ATTORNEY’S REPORT

- There were no liens or court actions to report.
- Mr. Haas did send a letter to USDA about the change in the agreement with HCUA. He received a letter from Walter Dillon, area director, indicating that they do not determine water rates, rate increases or rate decreases. Therefore the approval from USDA for rate changes is not required.

EXECUTIVE SESSION

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to enter into executive session to discuss possible litigation. **Motion passed** with Commissioners Lamy, Bell, Jackson, and Wilkinson voting “Aye.” Executive Session entered at 5:20 p.m.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to leave executive session. **Motion passed** with Commissioners Lamy, Bell, Jackson, and Wilkinson voting “Aye.” Executive Session ended at 5:39 p.m.

NEW BUSINESS (Cont.)

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the PWSD General Manager’s request to allow the PWSD Board attorney, Michael Haas, to represent the Pearlington Water and Sewer District in an unemployment hearing concerning a former employee. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson to authorize PWSD Board Attorney, Michael Haas, to send a letter to the Hancock County Utility Authority in the form of a resolution regarding the release of ownership of the elevated tank and well to the Pearlington Water and Sewer District. **Motion passed.**

ADJOURNMENT

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to adjourn the meeting. **Motion passed.**

There being no further business, the Chairman adjourned the meeting at 5:50 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman