

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

December 12, 2013

The Pearlinton Water and Sewer Board of Hancock County, Mississippi, met in official session on Thursday, December 12, 2013, in the Pearlinton Community Center.

In Attendance:

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

Absent:

Tom Johnson, RCAP

The Chairman called the meeting to order at 4:04 p.m. The Pledge of Allegiance was said followed by a moment of silent reflection...

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Walters, to approve November 14, 2013 minutes. Motion was approved.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to accept the November, 2013 docket. Motion was approved.
- **Motion** was made by Commissioner Walters, seconded by Commissioner Jackson, to accept the November, 2013 Treasurer Report. Motion was approved.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Walters, to approve Rural Development Request for Cash # 31; November, 2013 M&O in the amount of \$27,373.05. Motion was approved.

CPA REPORT

Mr. Ty Necaise, C.P.A., updated the district on the progress of the FY 13 audit. He reported the audit by Gerald Rigby was in progress. He has provided Mr. Rigby with requested information and is hopeful the audit will be completed by the next meeting. The question if a single audit is required has not yet been resolved.

Mr. Necaise provided a new Budget Report and reviewed line items with the commissioners. Salaries and Professional Services are the two major line items that will require revisions. He also plans to include and track the Rural Development Loan/Grant in this budget.

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Motion was made by Commissioner Baxter, seconded by Commissioner Walters, to pay the remaining \$35,000.00 loan balance to the Hancock County Board of Supervisors. Motion was approved.

Mr. Necaie reminded the Commissioners that the finances were such that they could start receiving per Diem of \$40.00 per meeting. He recommended they start accepting the per diem for their services since this is the only district in the county that does not accept per diem. The majority of the commissioners did not wish to accept per diem and will continue to volunteer their services.

CHAIRMAN REPORT

- Commissioner Baxter updated the district on HCUA activity:
 - No action taken on SRF Bridge Loan. Representatives working for alternate solution.
 - Over and Under budget figures provided. No impact to PWSD.
 - Chlorine project approved for the WWTP. This project will result in annual cost savings of over \$60,000 per year. Implementation cost is estimated to be \$213,000 with a 4.5 payback. The authority approved a bank loan of five years for this project.
 - The Diamondhead attorney invited the authority directors to attend the next meeting of Diamondhead Water & Sewer District to be held on Thursday, December 12th at 2:00 p.m. This invitation is in response to the HCUA letter requesting consideration to use the Northern Treatment Plant in lieu of the District building a separate plant.

ADMINISTRATIVE REPORT

- Equipment List II is currently under review by the Rural Development Engineer.
- The Intuit Health Debit Card (HRA) will not be available in the future. December, 2013, is the last month that funds will be placed on the card. This is due to new rules of the Affordable Health Care Act. How to proceed is unclear at this time. Due to the uncertainty of the Health Insurance Industry- the policies, web sites and information centers at this time, it may be advisable for the District to wait until after the first of the new year to peruse Health Care options for the District employees.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to discontinue the Health Debit Card contribution, effective December 31, 2013, due to the restrictions of the Affordable Health Care Act. Motion was approved.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to place in reserve the final amount held in each individual's HRA account, pending further research, clarification of the law and decision of the board. Motion was approved.

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- Commissioner Baxter reminded the commissioners that the Employee Handbook will need revisions and she will try to have those revisions ready for next meeting.

ATTORNEY REPORT

- Attorney Haas will send second letter demanding payment to the cases handled in court in November who now have a judgment against them.

B&B FIELD REPORT

- Two (2) new customers have made application. Services for these are available and their connections will be activated as soon as their electricity is installed.
- Health insurance proposal was provided from Nowell Agency, Inc. This proposal offered estimated rates for five different plans. These plans were subject to a maximum increase from 42% to 67% upon actual enrollment.
- Request for Quote was sent on November 20, 2013. This request was for water and sewer distribution maps. Response was received from Compton Engineer, Inc. for \$21,400; Geographic Computer Technologies, LLC (GCT) for \$1,737.00. Response from Seymour Engineering provided their Standard Hourly Rate but not a price for the request. The board made request to General Manager to contact GCT to determine if this price included updates to the county online mapping.
- Door to the district office has been rekeyed. The volunteer Fire Department requests a key. The commissioners will not provide a key to the district office to the Fire Department. One of the district employees is also a member of the volunteer Fire Department and has a key.
- Mr. Steve Fricke was provided response actions to his list of maintenance items he submitted and the Board thanked him for his efforts to assist the District.
- HCUA tower repainting project is going well. December 16, 2013, is the target date for completion.
- Coast Electric has installed a yard light and it provides sufficient light for entry doors.
- Location for step tank at Storage Building has been marked and installation is pending better weather conditions.
- Estimates for 24' sq. ft. restroom at the storage building are \$65.00 per sq. ft.
- Purchased equipment is now covered by Inland Marine insurance.
- The district is averaging 15 replaced water meters per month. New meters have a 25 year battery life.

NEW BUSINESS

- Date of next regular meeting is January 16, 2014

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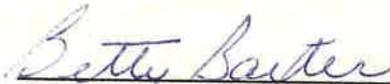
PUBLIC REQUEST TO SPEAK

None

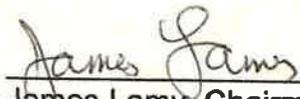
OTHER

- Motion was made by Commissioner Walters, seconded by Commissioner Jackson, to adjourn the meeting. Motion was approved

There being no further business, the Chairman adjourned the meeting at 5:52 p.m.



Betty Baxter, Secretary



James Lamy, Chairman