

PEARLINGTON WATER & SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
JUNE 18, 2025

AGENDA

1. **Call to Order, Pledge of Allegiance and Moment of Silence**

1A Roll Call. Commissioners Must Sign Sheet. Attachment 1A

1B Amendments to Agenda

1C **MOTION** to accept agenda as presented and/or amended.

1D Announcements:

- Date of the next regularly scheduled meeting: July 16, 2025 at 3 PM

2. **Guest Presentations (3 minutes each)**

3. **Requests to Speak on Agenda Items (3 minutes each)**

4. **Old Business**

4A **MOTION** to approve Resolution 2025-001.

4B **MOTION** to approve Resolution 2025-002.

4C **MOTION** to approve the minutes of the May 2025 regular meeting.

4D **MOTION** to approved revised policy 3.3, Authorized Off Docket Payment to Vendors.

4E **MOTION** to codify policy 4.1.1, Public Records Posted to Website.

4F **MOTION** to approve the minutes of the June 2025 special meeting.

4G **MOTION** to revise the resignation date for James Lamy to make it effective June 13, 2025.

5. **Engineer Report**

6. **Operations Report**

6A Oak Harbor Improvement Letter Sent

7. **Business Report**

7A Budget Report

8. **Attorney Report**

9. **Board Members' Reports**

10. **New Business**

10A **MOTION** to approve the June 2025 Docket of Claims.

10B **MOTION** to approve the June 2025 Payroll Docket.

10C **MOTION** to approve the May 2025 Treasurer's Report.

10D **MOTION** to approve policy 4.3.1, Authorization of Digital Signatures on Docket Payments.

10E **MOTION** to authorize the purchase of a riding lawnmower, not to exceed \$3,000.

10F **MOTION** to approve the following leak adjustments, in accordance with District policy.

- Account #494 - \$598.49
- Account #44 - \$700.94
- Account #474 - \$446.60

10G **MOTION** to approve the following pool adjustments, in accordance with District policy.

- Account #146 - \$23.59
- Account #805 - \$23.78
- Account #3429 - \$23.92

10H **MOTION** to approve payment to EJCDC Engineers for \$2,670 from DFA Funds.

10I **MOTION** to spread on the minutes the resignation of Justin Hansen, effective June 13, 2025.

10J **MOTION** to approve updated contract for legal services with Cusick & Williams, PLLC, noting there is no change in rate.

10K **MOTION** to approve revised contract for accounting and other professional services with Necaise & Company, PLLC, noting a change in rate where all services will be billed by hour using a blended rate of \$75 per hour.

10L **MOTION** to approve revised contract for operator services with Kodie Koenenn, noting a change in hours as approved by management.

10M **MOTION** to authorize advertisement of public hearing for the rate increase for Oak Harbor residents and to approve notice to be sent to residents.

11. **Requests to Speak on Non-Agenda Items**

12. **Executive Session**

13. **Adjournment**

12A **MOTION** to adjourn the meeting at _____ PM.

2/18



Cheryl Bennett, Chairman
Rosa Jackson, Treasurer
Nolan Pansano, Commissioner

John Pavlovich, Vice Chairman
Debra Sonnier, Secretary
Derek Cusick, Attorney

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PEARLINGTON WATER & SEWER DISTRICT

RESOLUTION NO. 2025-001

A RESOLUTION AUTHORIZING THE ADDITION AND REMOVAL OF CHECK SIGNERS ON ALL HANCOCK WHITNEY BANK ACCOUNTS AND CERTIFICATES OF DEPOSIT OF THE PEARLINGTON WATER & SEWER DISTRICT

WHEREAS, the Board of Commissioners of the Pearlington Water & Sewer District (the "District") is authorized to manage and oversee the financial operations of the District, including the designation of authorized signers on all bank accounts and certificates of deposit (CDs); and

WHEREAS, the Board desires to update the authorized check signers on all District bank accounts and CDs to ensure efficient and proper management of District funds; and

WHEREAS, the Board has determined that it is in the best interest of the District to add Cheryl Bennett, Chairman and Debra Sonnier, Secretary as authorized check signers on all bank accounts and CDs; and

WHEREAS, the Board has further determined that it is necessary to remove Betty Baxter, Cabrina Bell and James Lamy as authorized check signers from all bank accounts and CDs; and

WHEREAS, the Board affirms that Rosa Jackson shall remain an authorized check signer on all bank accounts and CDs.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PEARLINGTON WATER & SEWER DISTRICT, as follows:

- 1) **Addition of Check Signers:** Cheryl Bennett and Debra Sonnier are hereby authorized and added as check signers on all bank accounts and certificates of deposit held by the Pearlington Water & Sewer District.
- 2) **Removal of Check Signers:** Cabrina Bell and James Lamy are hereby removed as authorized check signers from all bank accounts and certificates of deposit held by the Pearlington Water & Sewer District.
- 3) **Affirmation of Check Signer:** Rosa Jackson is hereby affirmed to remain an authorized check signer on all bank accounts and certificates of deposit held by the Pearlington Water & Sewer District.
- 4) **Authority to Implement:** The appropriate officers and agents of the District are hereby authorized and directed to take all necessary actions, including executing any required documents with the District's financial institutions, to effectuate the addition and removal of check signers as set forth in this Resolution.
- 5) **Effective Date:** This Resolution shall take effect immediately upon its adoption by the Board of Commissioners.

6) **List of Accounts:** The following accounts shall be updated.

- a) 5258 – Certificate of Deposit – Public Fund CD
- b) 5260 – Certificate of Deposit – Public Fund CD
- c) 2113 – Certificate of Deposit – Public Fund CD
- d) 0004 – Certificate of Deposit – Public Fund CD
- e) 9629 – Certificate of Deposit – Public Fund CD
- f) 9630 – Certificate of Deposit – Public Fund CD

ADOPTED AND APPROVED by the Board of Commissioners of the Pearlington Water & Sewer District, at a duly called and held meeting on this 18th day of June, 2025, upon a motion duly made, seconded, and approved by a majority vote of the Commissioners present.

ATTEST:

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Chairman			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Vice Chairman			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Treasurer			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Secretary			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Commissioner			

4B



Cheryl Bennett, Chairman
Rosa Jackson, Treasurer
Nolan Pansano, Commissioner

John Pavlovich, Vice Chairman
Debra Sonnier, Secretary
Derek Cusick, Attorney

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PEARLINGTON WATER & SEWER DISTRICT

RESOLUTION NO. 2025-002

A RESOLUTION AUTHORIZING THE ADDITION AND REMOVAL OF CHECK SIGNERS ON ALL RENASANT BANK (FORMALLY THE FIRST, ANBA) ACCOUNTS AND CERTIFICATES OF DEPOSIT OF THE PEARLINGTON WATER & SEWER DISTRICT

WHEREAS, the Board of Commissioners of the Pearlington Water & Sewer District (the "District") is authorized to manage and oversee the financial operations of the District, including the designation of authorized signers on all bank accounts and certificates of deposit (CDs); and

WHEREAS, the Board desires to update the authorized check signers on all District bank accounts and CDs to ensure efficient and proper management of District funds; and

WHEREAS, the Board has determined that it is in the best interest of the District to add Cheryl Bennett, Chairman and Debra Sonnier, Secretary as authorized check signers on all bank accounts and CDs; and

WHEREAS, the Board has further determined that it is necessary to remove Betty Baxter, Cabrina Bell and James Lamy as authorized check signers from all bank accounts and CDs; and

WHEREAS, the Board affirms that Rosa Jackson shall remain an authorized check signer on all bank accounts and CDs.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PEARLINGTON WATER & SEWER DISTRICT, as follows:

- 1) **Addition of Check Signers:** Cheryl Bennett and Debra Sonnier are hereby authorized and added as check signers on all bank accounts and certificates of deposit held by the Pearlington Water & Sewer District.
- 2) **Removal of Check Signers:** Cabrina Bell and James Lamy are hereby removed as authorized check signers from all bank accounts and certificates of deposit held by the Pearlington Water & Sewer District.
- 3) **Affirmation of Check Signer:** Rosa Jackson is hereby affirmed to remain an authorized check signer on all bank accounts and certificates of deposit held by the Pearlington Water & Sewer District.
- 4) **Authority to Implement:** The appropriate officers and agents of the District are hereby authorized and directed to take all necessary actions, including executing any required documents with the District's financial institutions, to effectuate the addition and removal of check signers as set forth in this Resolution.
- 5) **Effective Date:** This Resolution shall take effect immediately upon its adoption by the Board of Commissioners.

6) **List of Accounts:** The following accounts shall be updated.

- a) 7275 – Operating Account
- b) 7291 – Bond and Interest Fund
- c) 7283 – Customer Deposit Fund
- d) 5886 – DFA Account
- e) 7309 – Emergency Operations Fund
- f) 7317 – RD Debt Service Fund
- g) 7267 – SLAR Reserve Fund

ADOPTED AND APPROVED by the Board of Commissioners of the Pearlington Water & Sewer District, at a duly called and held meeting on this 18th day of June, 2025, upon a motion duly made, seconded, and approved by a majority vote of the Commissioners present.

ATTEST:

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Chairman			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Vice Chairman			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Treasurer			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Secretary			

_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Commissioner			

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MAY 21, 2025**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session at 3:00 P.M. on Wednesday, May 21, 2025, in the Pearlington Recovery Center.

In Attendance:

John Pavlovich, Vice Chairman
Rosa Jackson, Treasurer
Debra Sonnier, Secretary
Nolan Pansano, Commissioner
Cheryl Bennett, Commissioner
Scott Burge, Engineer
Derek Cusick, Board Attorney
James Lamy, General Manager

Absent:

Ty Necaise, CPA

Vice Chairman Pavlovich called the official meeting to order at 3:00 pm. The Pledge of Allegiance was followed by a moment of silence.

APPROVAL TO THE AGENDA

1C **MOTION** to amend the agenda to add 3D under New Business – Pool Adjustments

Moved: Sonnier

Seconded: Bennett

Ayes: All

Results: PASSED

ANNOUNCEMENTS

The date of the next regular meeting is June 18, 2025 at 3 PM.

REQUESTS TO SPEAK

See list attached to the Agenda Packet.

OLD BUSINESS

2A Nominations for Election of New Chairperson (Tabled from last meeting).

Vice Chairman Pavlovich opened the floor for nominations.

Secretary Sonnier nominated Commissioner Bennett to be the Chairperson.

No other nominations were offered.

Vice Chairman Pavlovich closed the nominations.

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MAY 21, 2025**

MOTION to elect Commissioner Bennett as Chairperson:

Moved: Sonnier

Seconded: Pavlovich

Ayes: Pavlovich, Sonnier, Pansano and Bennett

Nays: Jackson

Results: PASSED

2B and 2C No action was taken on nominations for Vice Chairperson, Treasurer or Secretary.

Vice Chairman Pavlovich handed the gavel to new Chairperson Bennett to chair the remainder of the meeting.

NEW BUSINESS

3A MOTION to approve the April 2025 Regular Meeting Minutes

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Results: PASSED

3B MOTION to approve the April 2025 Recess Meeting Minutes

Moved: Pavlovich

Seconded: Pansano

Ayes: All

Results: PASSED

3C MOTION to Discuss Agenda Packets and Redaction of Documents placed on the Website

Moved for Discussion: Pavlovich

Seconded: Sonnier

Ayes: All

Results: PASSED

MOTION to enact new policy to redact all proprietary, privileged, and confidential account or identifying information from agenda packets prior to meetings and to place agenda packets on the website

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Results: PASSED

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MAY 21, 2025**

3D MOTION to approve Pool Adjustments for three accounts as recommended by staff.

Moved: Pavlovich
Seconded: Pansano
Ayes: All
Results: PASSED

GENERAL MANAGER'S REPORT – James Lamy

MOTION to approve sending employee Justin to Water Operator Certification Class in Biloxi on July 7, 2025 and to approve cost of \$385 for class and testing fee.

Moved: Jackson
Seconded: Sonnier
Ayes: All
Results: PASSED

BUSINESS REPORT – Ty Necaise

Discussion:

Ty Necaise was absent but provided Docket of Claims and Payroll Docket

Motion to Discuss Docket of Claims

Moved: Pavlovich
Seconded: Sonnier
Ayes: All
Results: PASSED

MOTION to approve Docket of Claims holding check number 5708 in the amount of \$2,700.00 to ZB Services, LLC for further discussion at next meeting.

Moved: Sonnier
Seconded: Pavlovich
Ayes: All
Results: PASSED

Motion to Discuss Payroll Docket

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MAY 21, 2025**

MOTION to approve Payroll Docket

Moved: Pavlovich
Seconded: Pansano
Ayes: All
Results: PASSED

ENGINEER'S REPORT – Scott Burge

MOTION to approve Work Authorization between HCUA Member Entity PWSD and DNA Underground, LLC for Oak Harbor water system repairs in an amount not to exceed \$120,822.00 to be paid from grant money received by PWSD from the State of Mississippi and to authorize the Notice to Proceed.

Moved: Pansano
Seconded: Jackson
Ayes: All
Results: PASSED

ATTORNEY'S REPORT – Derek Cusick

None

BOARD MEMBERS' REPORTS

None

EXECUTIVE SESSION

MOTION to go into closed session to discuss the need for executive session.

Moved: Sonnier
Seconded: Pavlovich
Ayes: All
Results: PASSED

Board Attorney Derek Cusick announced that the Board discussed whether to enter executive session and decided there was no need for an executive session; therefore, no official action was taken.

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MAY 21, 2025**

ADJOURNMENT

MOTION to adjourn the meeting at 4:39 pm

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

Debra Sonnier, Secretary

Date

PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL

TITLE: AUTHORIZED OFF-DOCKET PAYMENTS TO VENDORS

POLICY NUMBER: 3.3

DATE ADOPTED/REVISED: June 18, 2025

Pursuant to state statutes and the bylaws of the District, it is deemed desirable and in the best interest of the District that the following vendors be authorized to receive payment prior to Board approval; and such payments will be ratified at the next regular meeting of the Board of Commissioners.

The reason for this policy is to provide staff with the ability to pay vendors for critical services, and the due dates of such services do not align with the date of the regular board meeting. Let it be known that any such obligation, where the due date is greater than 7 days from the date of the regularly scheduled board meeting, shall be held for approval by the Board of Commissioners.

<u>Vendor</u>	<u>Description</u>
QuickBooks Payroll Service	Employee payroll checks and taxes
Mississippi Department of Revenue	State payroll and sales tax
United States Treasury	Federal payroll taxes
MS Dept. of Employment Security	Unemployment insurance
Coast Electric Power Association	Utilities
C-Spire	Telephone, Cellular
Vonage	Telephone, Office
Coast Connect	Internet
US Bank	Procurement Credit Card

Signatory Requirement of Off-Docket Payments

Disbursements made in pursuit to this policy may be executed electronically or via check with one signature. If a check is warranted, the Board of Commissioners authorizes a single signature on the check so long as the total amount of the payment does not exceed \$5,000. Amounts exceeding the threshold require two signatures for approval.

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

TITLE: PUBLIC RECORDS POSTED TO WEBSITE

POLICY NUMBER: 4.1.1

DATE ADOPTED/REVISED: June 18, 2025

Purpose:

To establish procedures for redacting proprietary, privileged, and confidential account or identifying information from agenda packets prior to public meetings and to ensure timely publication of redacted agenda packets on the Pearlington Water & Sewer District's website, in compliance with applicable laws, including the Mississippi Public Records Act and the Mississippi Open Meetings Act (Miss. Code Ann. § 25-41-1 et seq.).

Scope:

This policy applies to all minutes and agenda packets prepared for public meetings of the Pearlington Water & Sewer District Board of Commissioners.

Definitions:

1. **Agenda Packet:** Documents prepared for Board meetings, including agendas, reports, resolutions, contracts, and supporting materials.
2. **Proprietary Information:** Trade secrets, financial data, or business information that, if disclosed, could harm the district or third parties.
3. **Privileged Information:** Attorney-client communications or other legally protected information exempt from disclosure.
4. **Confidential Account or Identifying Information:** Personal data (e.g., names, addresses, account numbers, Social Security numbers, financial details) protected under federal or state privacy laws (e.g., Miss. Code Ann. § 25-61-9).
5. **Public Meeting:** Any meeting of the Board subject to the Mississippi Open Meetings Act.

Policy:

1. **Redaction of Sensitive Information:**
 - **Responsibility:** The District management or designated staff shall review all agenda packets prior to public distribution to identify and redact proprietary, privileged, and confidential account or identifying information.
 - **Redaction Criteria:** Information to be redacted includes, but is not limited to:
 - Customer names, addresses or payment details.
 - Social Security numbers, driver's license numbers, or other personal identifiers.
 - Financial data or trade secrets of the district or third parties.

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

- Attorney-client privileged communications or materials exempt under Miss. Code Ann. § 25-61-9 (e.g., pending litigation, personnel matters).
- **Redaction Method:** Redactions shall be made using permanent, opaque methods (e.g., blacking out text in digital files) to ensure sensitive information is not recoverable.
- **Review Process:** A secondary review by the Board or legal counsel shall be conducted to ensure all sensitive information is redacted before publication. Final approval rests with the Board of Commissioners. The Secretary of the Board of Commissioners shall be responsible for this task.

2. Publication of Agenda Packets:

- **Domain:** Redacted agenda packets shall be posted on the Pearlington Water & Sewer District's official website (www.pwsd.ms.gov).
- **Format:** Packets shall be posted in a searchable, accessible format (e.g., PDF).
- **Access:** The website shall maintain a dedicated section for agenda packets, organized by meeting date, and packets shall remain publicly available for at least two years following the meeting.
- **Notice:** A notice on the website shall inform the public that agenda packets are redacted to protect confidential information, with instructions for requesting non-exempt records under the Mississippi Public Records Act.

3. Exemptions and Executive Sessions:

- Materials related to matters discussed in executive session (e.g., personnel, litigation, or proprietary negotiations, per Miss. Code Ann. § 25-41-7) shall be excluded from public agenda packets entirely, unless non-exempt portions can be segregated and redacted appropriately.
- If an entire document is exempt, a placeholder in the agenda packet shall indicate the document's title and the legal basis for its exclusion (e.g., "Contract Discussion – Exempt under Miss. Code Ann. § 25-61-9(1)").

4. Compliance and Training:

- **Training:** All staff involved in preparing agenda packets shall receive training on redaction procedures and applicable laws, including the Mississippi Public Records Act and privacy regulations. In addition, they must review this policy.
- **Legal Review:** The District shall consult legal counsel periodically to ensure compliance with evolving state and federal laws regarding public records and privacy.
- **Recordkeeping:** Redacted and unredacted versions of agenda packets shall be retained per the district's records retention policy and Mississippi law (e.g., Miss. Code Ann. § 25-59-1 et seq.).

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

5. Public Requests for Information:

- Requests for unredacted or additional records shall be handled in accordance with the Mississippi Public Records Act. The District management shall respond to requests within **7 working days**, as required by Miss. Code Ann. § 25-61-5, unless extended by law.
- A fee schedule for copies of records, if applicable, shall be posted on the website.

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**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE SPECIAL CALLED MEETING OF THE BOARD OF COMMISSIONERS
JUNE 6, 2025**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session at 1:00 P.M. on Friday, June 6, 2025, in the Pearlington Recovery Center.

In Attendance:

John Pavlovich, Vice Chairman
Rosa Jackson, Treasurer
Debra Sonnier, Secretary
Nolan Pansano, Commissioner
Cheryl Bennett, Chairperson
Derek Cusick Board Attorney
James Lamy, General Manager
Ty Necaie, CPA

Absent:

Scott Burge, Engineer

Chairperson Bennett, having previously called for a Special Meeting of the board and posted notice pursuant to board rules, called the official meeting to order at 1:00 pm. The Pledge of Allegiance was followed by a moment of silence.

APPROVAL TO THE AGENDA

MOTION to open the meeting and approve the agenda.

Moved: Pavlovich

Seconded: Pansano

Ayes: All

Results: PASSED

ANNOUNCEMENTS

The date of the next regular meeting is June 18, 2025 at 3 PM.

EXECUTIVE SESSION

MOTION to go into closed session to discuss the need for executive session.

Moved: Jackson

Seconded: Sonnier

Ayes: All

Results: PASSED

MOTION to go into Executive Session to discuss matters related to personnel.

Moved: Pavlovich

Seconded: Jackson

Ayes: All

Results: PASSED

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE SPECIAL CALLED MEETING OF THE BOARD OF COMMISSIONERS
JUNE 6, 2025**

Board Attorney Derek Cusick announced to those in attendance that the Board voted to go into Executive Session to discuss matters related to personnel.

MOTION to accept the resignation of GM Jimmy Lamy effective June 18, 2025 at close of business.

Moved: Jackson
Seconded: Sonnier
Ayes: All
Results: PASSED

MOTION to advertise position for hire: Lead Operator with salary range of \$55,000.00 to \$68,000.00 per year.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to exit executive session.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to exit closed session.

Moved: Jackson
Seconded: Pansano
Ayes: All
Results: PASSED

Board Attorney Derek Cusick announced the motions that were made and voted upon in executive session to those in attendance.

ADJOURNMENT

MOTION to adjourn the meeting at 2:20 pm

Moved: Jackson
Seconded: Sonnier
Ayes: All
Results: PASSED

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE SPECIAL CALLED MEETING OF THE BOARD OF COMMISSIONERS
JUNE 6, 2025**

Debra Sonnier, Secretary

Date

6A



Cheryl Bennett, Commissioner
Rosa Jackson, Treasurer
Debra Sonnier, Secretary

Nolan Pansano, Vice-Chairman
John Pavlovich, Commissioner
Derek Cusick., Attorney

Dear Oak Harbor Residents,

Due to new installs and repairs to old equipment, the Pearlington Water Sewer District is reaching out to all Oak Harbor residents as a precautionary measure to inform you that when this work begins there will be 30 days of periodic boil water notices. Pearlington Water and Sewer District will continue to keep you informed as we go through this process.

What You Need to Do:

1. Boil tap water for 1-2 minutes before drinking, cooking, or using for hygiene purposes.
2. Use boiled or bottled water for:
 - Drinking
 - Cooking
 - Brushing teeth
 - Washing fruits and vegetables
3. Avoid consuming tap water until further notice.

When It's Safe:

We will notify you once the water system is deemed safe, and the Boil Water Advisory is lifted. This typically occurs after water samples are tested and confirmed to meet or exceed safety standards.

Stay Informed:

For updates, visit www.pwsd.ms.gov. You can also call us at 228-533-0037 for more information.

Precautions:

- Pets can safely drink tap water during this advisory, but boiled or bottled water is still recommended.
- If you have a compromised immune system or concerns, consult your healthcare provider.

We apologize for the inconvenience and appreciate your cooperation. Our team will be working diligently to resolve the issue.

Sincerely,

Pearlington Water and Sewer District

7A

1:52 PM

06/18/25

Cash Basis

Pearlington Water & Sewer District
Profit & Loss Budget vs. Actual
October 2024 through May 2025

	Oct '24 - May 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenues	373,610.35	556,400.00	-182,789.65	67.1%
Total Income	373,610.35	556,400.00	-182,789.65	67.1%
Gross Profit	373,610.35	556,400.00	-182,789.65	67.1%
Expense				
Salary Budget Items	118,640.36	186,049.00	-67,408.64	63.8%
Utilities Budget Items	16,722.51	13,000.00	3,722.51	128.6%
Insurance Expense	24,599.09	27,000.00	-2,400.91	91.1%
Office Budget Items	8,995.36	13,500.00	-4,504.64	66.6%
Repairs and Maintenance	70,760.35	65,000.00	5,760.35	108.9%
Outside Services	17,146.96	34,000.00	-16,853.04	50.4%
Vehicle Expense	10,983.89	13,500.00	-2,516.11	81.4%
Water Quality Fee	1,643.38	2,000.00	-356.62	82.2%
Commissioner's Fees	5,040.00	6,300.00	-1,260.00	80.0%
Professional Fees	70,866.14	93,400.00	-22,533.86	75.9%
Water Purchase	17,635.16	19,500.00	-1,864.84	90.4%
Sewer Treatment Costs	50,801.65	59,000.00	-8,198.35	86.1%
Sewer Collection Costs	9,951.00	9,000.00	951.00	110.6%
Total Expense	423,785.85	541,249.00	-117,463.15	78.3%
Net Ordinary Income	-50,175.50	15,151.00	-65,326.50	-331.2%
Other Income/Expense				
Other Income				
Sales Tax Discount	9.91			
Interest Income	10,947.28	12,000.00	-1,052.72	91.2%
Total Other Income	10,957.19	12,000.00	-1,042.81	91.3%
Other Expense				
Interest / Debt Service	18,280.00	28,000.00	-9,720.00	65.3%
Capital Expenditures	599.99	0.00	599.99	100.0%
Total Other Expense	18,879.99	28,000.00	-9,120.01	67.4%
Net Other Income	-7,922.80	-16,000.00	8,077.20	49.5%
Net Income	-58,098.30	-849.00	-57,249.30	6,843.1%

Pearlington Water & Sewer District
Docket of Claims
As of June 18, 2025

10A

Date	Num	Name	Memo	Paid Amount
The First - Operating Account				
05/29/2025	Ach	Coast Electric Power Association	Electric	(680.68)
05/29/2025	Ach	US Bank	P Card Payment	(335.91)
06/18/2025	Ach	MS Dept of Revenue	Sales Tax	(58.52)
06/18/2025	5733	Brown, Mitchell & Alexander, Inc	General Services, Inv. #26391	(1,632.00)
06/18/2025	5734	Harris	Billing Postcards	(443.31)
06/16/2025	5754	AnSer	Answering Service, 2 months	(440.00)
06/16/2025	5755	Bay Motor Winding	Field Supplies	(1,110.50)
06/16/2025	5756	Point One Strategies LLC	Professional Consulting Services	(2,083.33)
06/16/2025	5757	Waring Oil Company	Fuel and new handle for pump	(620.78)
06/16/2025	5758	NAPA	Vehicle expense	(19.32)
06/16/2025	5759	Necaise & Company, PLLC	Accounting, additional and IT services	(2,455.00)
06/16/2025	5760	Wise WiFi Inc	Internet Service	(135.00)
06/16/2025	5761	Canon U.S.A., Inc	Canon U.S.A., Inc	(57.17)
06/16/2025	5762	Hancock County Utility Authority	Water \$3419.20 + Sewer \$5896.05	(9,315.25)
06/16/2025	5763	RG3	75 PD meters	(17,585.11)
06/16/2025	5764	Consolidated Pipe & Supply Co., Inc	Supplies for the field	(178.00)
06/16/2025	5765	Lowes	Field Supplies	(507.04)
06/16/2025	5766	C Spire	Cell Phones	(74.60)
06/16/2025	5767	Derek Cusick	Retainer Fee	(2,662.50)
06/16/2025	5768	Southern Printing and Silkscreening	Door hangers, labels	(465.45)
06/16/2025	5769	U S Postal Service	12 rolls post card Stamps	(672.00)
06/16/2025	5770	Cabrina Bell	April 16 Board Meeting	(84.00)
06/16/2025	5771	Cheryl Bennett	Three meetings: April special, May reg., June special	(252.00)
06/16/2025	5772	John Pavlovich	May regular, June special	(168.00)
06/16/2025	5773	Debra Sonnier	May regular, June special	(168.00)
06/16/2025	5774	Nolan Pansano	May regular, June special	(168.00)
06/16/2025	5775	Rosa Jackson	May regular, June special	(168.00)
06/16/2025	5776	Kodie Koenenn	Operator, June timesheets	(2,227.50)
Total The First - Operating Account				(44,766.97)
The First - DFA Account				
05/23/2025	1005	Brown, Mitchell & Alexander, Inc	VOID: Inv. 26349	-
06/18/2025	1006	Brown, Mitchell & Alexander, Inc	Engineering for Oak Harbor Improvements	(2,304.00)
05/23/2025	1007	Brown, Mitchell & Alexander, Inc	Inv. 26349	(2,693.75)
Total The First - DFA Account				(4,997.75)
The First - SLAR Reserve				
Total The First - SLAR Reserve				
The First - RD Debt Service				
Total The First - RD Debt Service				
The First- Emergency Operations				
Total The First- Emergency Operations				
The First - Customer Deposits				
Total The First - Customer Deposits				
The First - Bond & Interest Fun				
Total The First - Bond & Interest Fun				
TOTAL				(49,764.72)

Pearlington Water & Sewer District

Docket of Claims

As of June 18, 2025

Date	Num	Name	Memo	Paid Amount
------	-----	------	------	-------------

The District's administration has prepared the above docket list for each payment made or pending payments to be made since the last board meeting. Two signatories must sign below to evidence approval. Signatures shall serve as formal authorization to process payments via printed checks with digital signatures and/or ACH Treasury Services.

Authorized signers include:

- ☐ Cheryl Bennett, Chairman
- ☐ Rosa Jackson, Treasurer
- ☐ Debra Sonnier, Secretary

** Please sign within the box.

12:41 PM

06/18/25

10B

Pearlington Water & Sewer District
Payroll Docket
May 22 through June 18, 2025

	May 22 - Jun 18, 25
Employee Wages, Taxes and Adjustments	
Gross Pay	10,805.48
Deductions from Gross Pay	
Pre-AFLAC Sup	-21.36
Total Deductions from Gross Pay	-21.36
Adjusted Gross Pay	10,784.12
Taxes Withheld	
Federal Withholding	-835.00
Medicare Employee	-156.37
Social Security Employee	-668.62
MS - Withholding	-292.00
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-1,951.99
Deductions from Net Pay	
MSDHS Hanson Garnishment	-278.80
Post- AFLAC	-55.80
Total Deductions from Net Pay	-334.60
Additions to Net Pay	
Mileage Reimbursement	0.00
Total Additions to Net Pay	0.00
Net Pay	8,497.53
Employer Taxes and Contributions	
Medicare Company	156.37
Social Security Company	668.62
MS - Unemployment Company	78.96
AFLAC-Supplemental	77.16
MS - Training Contribution	0.00
Total Employer Taxes and Contributions	981.11

100

Pearlington Water & Sewer District
Treasurer Report
As of May 31, 2025

	May 31, 25	Sep 30, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
The First - Operating Account	124,687.15	191,475.52	-66,788.37	-34.9%
The First - DFA Account	370,093.00	0.00	370,093.00	100.0%
The First - SLAR Reserve	4,200.19	4,200.16	0.03	0.0%
The First - RD Debt Service	29,427.29	29,427.12	0.17	0.0%
The First- Emergency Operations	138,652.23	138,585.90	66.33	0.1%
The First - Customer Deposits	26,081.14	25,180.96	900.18	3.6%
The First - Bond & Interest Fun	27,421.20	27,421.05	0.15	0.0%
HWB CD x5258	107,702.11	107,702.11	0.00	0.0%
HWB CD x5260	107,702.11	107,702.11	0.00	0.0%
HWB CD x9629	111,459.46	107,690.30	3,769.16	3.5%
HWB CD x9630	111,459.46	107,690.30	3,769.16	3.5%
HWB CD x2113	111,002.78	107,761.09	3,241.69	3.0%
HWB CD x0004	106,901.55	106,901.55	0.00	0.0%
Total Checking/Savings	1,376,789.67	1,061,738.17	315,051.50	29.7%
Total Current Assets	1,376,789.67	1,061,738.17	315,051.50	29.7%
TOTAL ASSETS	1,376,789.67	1,061,738.17	315,051.50	29.7%
LIABILITIES & EQUITY	0.00	0.00	0.00	0.0%

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

TITLE: AUTHORIZATION OF DIGITAL SIGNATURES ON DOCKET PAYMENTS

POLICY NUMBER: 4.3.1

DATE ADOPTED/REVISED: June 18, 2025

Purpose:

The purpose of this policy is to establish a secure, efficient, and standardized procedure for the authorization and use of digital signatures for docket payment approvals by the Pearlington Water and Sewer District (the "District") Board of Commissioners. This policy ensures that payments processed via printed checks with digital signatures or Automated Clearing House (ACH) treasury services are properly reviewed, authorized, and documented in compliance with applicable laws and regulations.

Scope:

This policy applies to all docket payment processes involving the review and approval of payments by the District's Board of Commissioners (the "Board") and designated signatories. It covers payments made via printed checks with digital signatures and/or ACH treasury services.

Definitions:

1. **Docket List:** A detailed list of proposed payments, including vendor names, invoice numbers, amounts, and descriptions, submitted to the Board for review and approval.
2. **Digital Signature:** An electronic signature that meets the requirements of Mississippi law (e.g., Mississippi Electronic Signature Act) and is used to authenticate the identity of the signatory and the integrity of the document.
3. **Signatory:** An individual authorized by the Board to approve docket payments on behalf of the District.
4. **ACH Treasury Services:** Electronic payment processing through the Automated Clearing House network for direct deposit or vendor payments.

Policy:

1. Authorization of Digital Signatures

1.1. The District authorizes the use of digital signatures for the approval of docket payments, including the issuance of printed checks and/or processing of payments via ACH treasury services, provided such signatures comply with applicable state and federal laws.

1.2. Digital signatures shall be implemented using secure, industry-standard software or platforms that ensure authenticity, integrity, and non-repudiation (e.g., DocuSign, Adobe Sign, or equivalent). In addition, digital stamps may be used on printed checks.

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

2. Docket Review and Approval Process

2.1. Preparation of Docket List:

- The District's administrative staff shall prepare a docket list for each payment cycle, detailing all proposed payments, including vendor names, check numbers, payment amounts, and description of payments.
- The docket list shall be submitted to the Board for review at a scheduled meeting or via an approved electronic review process.

2.2. Board Review:

- The Board of Commissioners shall review the docket list to ensure accuracy, appropriateness, and compliance with the District's budget and policies.
- Any discrepancies or concerns shall be addressed and resolved prior to approval.

2.3. Approval by Signatories:

- Upon Board approval, two (2) designated signatories, as authorized by the Board, shall digitally sign the docket list to evidence approval.
- Authorized signatories may include the Board President, Vice President, Treasurer, or other Commissioners or staff expressly designated by the Board.
- The digital signatures shall serve as formal authorization to process payments via printed checks with digital signatures and/or ACH treasury services.

3. Payment Processing

3.1. Printed Checks with Digital Signatures:

- Approved payments may be processed by printing checks that include digital/stamped signatures of the authorized signatories.
- The District shall maintain secure software and systems for generating checks with digital signatures, ensuring protection against unauthorized access or fraud.

3.2. ACH Treasury Services:

- Approved payments may be processed electronically via ACH treasury services, with the digital signatures on the docket list serving as authorization for the transfer of funds.
- ACH payments shall comply with all applicable banking regulations and security standards.

3.3. Recordkeeping:

- A copy of the approved docket list, including digital signatures, shall be retained in the District's records for audit and compliance purposes.

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

- All payment transactions (checks and ACH) shall be documented and reconciled in the District's financial records.

4. Security and Compliance

4.1. The District shall implement and maintain robust security measures to protect the integrity of digital signatures and payment processes, including:

- Use of encrypted software for digital signatures and payment processing.
- Restricted access to authorized personnel only.
- Regular audits of digital signature and payment systems to detect and prevent fraud.

4.2. The District shall comply with all applicable laws, including but not limited to the Mississippi Electronic Signature Act, Uniform Electronic Transactions Act (UETA), and federal banking regulations.

5. Designation of Signatories

5.1. The Board shall designate authorized signatories by resolution during a public meeting.

5.2. The list of authorized signatories shall be updated as needed and maintained in the District's records.

5.3. Any changes to authorized signatories shall be communicated promptly to relevant financial institutions and staff responsible for payment processing.

6. Training and Oversight

6.1. All personnel involved in the docket review, approval, and payment processes shall receive training on the use of digital signatures and related systems.

6.2. The Board shall periodically review this policy and the District's payment processes to ensure effectiveness, security, and compliance.

Responsibilities

- **Board of Commissioners:** Review and approve docket lists, designate authorized signatories, and ensure compliance with this policy.
- **Authorized Signatories:** Digitally sign approved docket lists to authorize payments.
- **Administrative Staff:** Prepare docket lists, process approved payments, and maintain records.
- **Financial Institutions:** Process payments in accordance with the District's instructions and approved digital signatures.

**PEARLINGTON WATER & SEWER DISTRICT
POLICY MANUAL**

Exceptions

Any exceptions to this policy must be approved by the Board of Commissioners in a public meeting and documented in the meeting minutes.

References

- Mississippi Electronic Signature Act (Miss. Code Ann. § 75-12-1 et seq.)
- Uniform Electronic Transactions Act (UETA)
- Applicable federal banking regulations (e.g., ACH rules)

10E

David's Chainsaw & Lawnmower Repair, LLC.

6148 Kiln Delisle Road Kiln, MS. 39556

(228) 255-9816 Fax (228)255-4214

QUOTE
6/17/2025

USED

60" Bad Boy Elite

BZE6026KO04151396

Kohler Engine

KT745-3031

4508608194

\$2,000.00

All used lawn mowers are sold AS IS and no warranty is offered.

Thanks,

Cristie Peterson



1

ENGINEERS JOINT CONTACT
DOCUMENTS COMMITTEE

Application Period:	4/1/2023 - 4/9/23
------------------------	-------------------

Application Date: 4/21/2024

•

To
Hampden County Utilities Authority

Fruit (Comanche):

Via (Eingang):

Project: WCHW7 - Temporary Meter Excavation Work at Oak

Constant

Owner's Contact No.:

Contractor's Project No.:

Exhibitor's Project No.:

Appendix A For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY		
CHANGE ORDERS		

- | | | |
|---|----|------------|
| 1. ORIGINAL CONTRACT PRICE | \$ | \$2,670.00 |
| 2. Net change by Change Orders | \$ | |
| 3. Current Contract Price (Line 1 + 2) | \$ | \$2,670.00 |
| 4. TOTAL COMPLETED AND STORED TO DATE
(Column F total on Progress Estimate) | \$ | \$2,670.00 |
| 5. RETAINAGE: | | |
| a. <input checked="" type="checkbox"/> X <input type="checkbox"/> \$2,670.00 Work Completed | \$ | |
| b. <input type="checkbox"/> 5% X <input type="checkbox"/> Stored Material | \$ | |
| c. Total Retainage (Line 5a + Line 5b) | \$ | |
| 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) | \$ | \$2,670.00 |
| 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Applications) | \$ | |
| 8. AMOUNT DUE THIS APPLICATION | \$ | \$2,670.00 |
| 9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G total on Progress Estimate + Line 5c above) | \$ | |

Companilor's Exhibition

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract shall be applied on account to discharging Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise used in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interests, or encumbrances), and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contract Signature

६५.

Praxis

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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Approved by:

is approved by:

Physiology of

(Line 8 or other - attach explanation of the other amount)

[OMEGA]

Date:

Food and Financials Entity (if applicable)

1000

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		Application Number: 1											
WOTF - Temporary Water Excavation Work at Oak Harbor		Application Date: 21-Apr-25											
Application Period		4/1/25 - 4/9/25											
A													
Bid Item No	Item Description	Item Quantity	Units	Contract Information		Quantity Previous App	Value Previous	Estimated Quantity Installed	Value of Work Installed to Date	Materials Previously Stored	Total Completed and Stored to Date (E+F+G)	% (H/I)	Balance to Finish (E+H)
				Unit Price	Total Value of Item (\$)								
11B	Mobilization, De-Mobilization & Site Clean-Up (Completion of work more than 8 hours, but less than 40 hours)	1	LS	\$2,500.00	\$ 2,500.00		-	1	\$2,500.00		\$2,500.00	100.0%	\$ -
11A	Trench Excavation, 0-8.0 Feet, 85% ASTM D1557 (FMI)	10	CY	\$5.00	\$ 50.00		-	10	\$50.00		\$50.00	100.0%	\$ -
18	Grading	15	SY	\$5.00	\$ 75.00		-	15	\$75.00		\$75.00	100.0%	\$ -
71	Seeding	15	SY	\$3.00	\$ 45.00		-	15	\$45.00		\$45.00	100.0%	\$ -
				\$ -	\$ -		-						\$ -
Totals					\$ 2,670.00		-		\$2,670.00		\$2,670.00	100.0%	\$ -

CONTRACT FOR LEGAL SERVICES

CLIENT: PEARLINGTON WATER AND SEWER DISTRICT
ADDRESS: 5265 Highway 604
Pearlington, MS 39572

FOR AND IN CONSIDERATION of legal services rendered and to be rendered, the undersigned (client), does hereby employ and renew the contract of Derek R. Cusick, Esq. and Cusick & Williams, PLLC, to represent Pearlington Water and Sewer District as its Board Attorney.

All legal services for work performed as Board Attorney will be billed to the Pearlington Water and Sewer District at the rate of \$150.00 per hour for work performed by Derek Cusick. The rate will remain in effect for the term of the contract. There will be no monthly retainer required. There will be no charge for copies or for mileage to and from regularly scheduled Pearlington Water and Sewer District meetings.

The renewal date for this contract is June 19, 2025 and said contract shall be automatically renewed in two year increments thereafter, unless the Pearlington Water and Sewer District or Derek Cusick provides thirty day written notice of its intent not to renew this Contract.

Fees for all legal services performed by Derek Cusick shall be billed at the rates herein specified, unless otherwise agreed to by the parties, excepting fees to paid for services provided as issuer's counsel in bond transactions, which shall be paid as prescribed by Mississippi Statute.

In its role as Board Attorney, Derek Cusick, is agreeing to have an attorney available at all Board Meetings, render legal advice to the Pearlington Water and Sewer District, keep the Board Members and Administration informed as to the status of pending legal matters, and monitor the legal work of any independently retained attorneys. In addition, Derek Cusick will perform any other services requested by the Pearlington Water and Sewer District, to which such services will be billed separately.

WITNESS OUR SIGNATURES, this ____ day of _____, 2025

Pearlington Water and Sewer District:

Cheryl Bennett, Board Chairperson

Derek R. Cusick, Attorney

Necaise & company, LLC

Certified Public Accounting Firm

Mrs. Cheryl Bennett, Chairman
Pearlington Water & Sewer District
Pearlington, MS 39572

We are pleased to submit this revised agreement for the services we provide to Pearlington Water & Sewer District. This agreement will begin in June 2025 and will continue until we are notified otherwise or until we submit notice of the disengagement.

Our Responsibilities

You have requested that we provide accounting services to your organization. We will comply with applicable professional standards, including the AICPA's Code of Professional Conduct and its ethical principles of integrity, objectivity, professional competence, and due care, when performing the bookkeeping services, preparing the financial statements, and any other nonattest services as requested.

We are not required to, and will not, verify the accuracy or completeness of the information you provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion, a conclusion, nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the organization or noncompliance with laws and regulations.

We have marked the frequency of the services that we expect to provide. Please review the information below and make any changes necessary.

	Biweekly	Monthly	Qtr/Annual
Accounting Services			
General ledger entry and review	X	X	
Payroll and taxes	X	X	
Review and reconcile bank statements		X	
Sales tax preparation and submission		X	
Grant and fund tracking		X	
Budget management		X	
Customer balance oversight	X		
Reporting			
Profit & Loss Statements, when needed		X	
Budget vs Actual Reports		X	
Attend Board meetings		X	
Other Services			
Audit preparation and support			X
Remote Server management		X	
Website updates		X	

All services not included in the above table are considered 'in addition' to our normal responsibilities. Such services will be billed at the hourly rate identified. Any rates outside of this contract will be approved by the Board prior to be adjusted and/or charged.

12199 Highway 49, Ste. 400, Gulfport MS 39503
(228) 236-3622

Ty J. Necaise, MBA, CPA
ty@necaiseco.com

3590 Rocky Hill Dedeaux Road, Kiln MS 39556
(228) 255-6451

Member of the American Institute of Certified Public Accountants, Mississippi Society of Certified Public Accountants and Association of Certified Fraud Examiners

Your Responsibilities

You are responsible for assuming all management responsibilities, and for overseeing any accounting services we provide by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience. In addition, you are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for the results of such services.

None of these services can be relied on to disclose errors, fraud, or illegal acts, however, if such matters come to our attention while performing our responsibilities, we will inform you immediately. In addition, we will inform you of any evidence or information that comes to our attention regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

The services we are providing are considered nonattest services and should be used for management's purposes only. Should you require financial statements for third-party use, we would be pleased to discuss with you the requested level of service. Such an engagement would be considered separate and not deemed to be part of the services described in this engagement letter.

Other Relevant Information

The rates for our services, as of the date of this contract, are as follows:

- CPA/Principal – \$150
- Accountant – \$80
- Bookkeeper – \$60
- IT Professional – \$60
- Administrative – \$40

For the purposes of this contract, all time will be billed hourly and will be 'blended' at a rate of \$75 per hour.

You will also be billed for out-of-pocket costs such as report production, postage, travel, etc. Our invoices for these fees will be rendered each month and are payable on presentation.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us or any information we make public by request of the Board.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Necaise & Company PLLC

Necaise & Company, PLLC

Acknowledged:
Pearlington Water & Sewer District

Chairman

Date

**STATE OF MISSISSIPPI
COUNTY OF HANCOCK**

CONTRACT FOR OPERATOR SERVICES

The parties to this Agreement are Pearlinton Water and Sewer District of Hancock Mississippi, hereinafter referred to as "Pearlinton" and Koenenn Operator Services, a Mississippi Limited Liability Company, hereinafter referred to as "Operator".

The parties hereby contract and agree as follows, to-wit:

1. Operator is a Mississippi licensed waterworks operator, wastewater treatment and wastewater collection company with expertise in management and operation of a water and sewer collection system in Mississippi.
2. That Pearlinton Water and Sewer District of Hancock County Mississippi is a body politic and public corporation located in Pearlinton, Hancock County, Mississippi which was created under the provisions of Miss. Code Anno. § 19-5-151, et seq.
3. That Pearlinton and Operator have agreed to enter into an Agreement for the provision of operator services to Pearlinton by the Operator to allow the District to maintain a level of performance in the water distribution department and the sewer collection department which would be compatible with and in compliance with laws of the State of Mississippi, laws of the United States of America and the rules and regulations associated with operation of such a District.
4. That Operator has represented to Pearlinton that they now have and shall maintain all required certifications and designations necessary to provide such services and further have substantial experience with providing management services to similar clients over a period more than 5 years.
5. That after review of the qualifications, the Board agreed that the minimum required qualifications set forth in the request for proposals had been complied with and the parties enter an Agreement for the purpose of contracting with Kodie Koenenn as the Contractor for Pearlinton.
6. Now therefore in consideration of the premises and payment to Operator for all services to be provided, the parties contract and agree for payment to Operator on a monthly basis for services rendered at the hourly rate of \$45.00 per hour for each hour actually worked in compliance with general accepted accounting standards. That Operator shall not be considered to be an employee of Pearlinton but shall be considered an independent contractor.
7. That the actual hours worked shall not exceed 624 hours per year (12 hours per week) without prior approval of the District's management and the scheduling of same shall be managed by Operator as long as the requirements of Pearlinton have been met. Any hours above 15 per week must be approved by the Board of Commissioners.

8. That all required reports, testing and other daily and monthly reports shall be conducted by Operator included in the hourly rate set forth above. Expenses shall be invoiced separately or paid for by the District. That the parties understand and agree that due to the hazardous nature of the business operated by Pearlinton that Operator and any employee which may operate any equipment owned by Pearlinton shall be subject to the same policies and conditions of employment such as are required of any employee of Pearlinton even though they are not an employee of Pearlinton. This includes mandatory drug testing and if required by Pearlinton, prescreening for any potential criminal convictions which may disqualify Operator from providing such services to Pearlinton.
9. That by execution of this Agreement, and as part of the consideration for same, Operator represents to the Pearlinton Water and Sewer District of Hancock County Mississippi that neither the company nor Mr. Koenenn has any relationship, personal or business, with any of the members of the Board of Commissioners of Pearlinton Water and Sewer District.
10. Operator understands and agrees that Pearlinton maintains a policy manual. Operator acknowledges receipt of a copy of the policies and shall abide by all terms and conditions of those policies, the same as if copied herein.
11. Any notices required to be provided under the terms of this Agreement shall be delivered as follows:
 - A) As to Pearlinton Water and Sewer District of Hancock County, Mississippi,
Attn: Chairman
P.O. Box 130, Pearlinton, MS 39572
 - B) As to Operator, Koenenn Operator Services
Attn: Kodie Koenenn
P.O. Box 130, Pearlinton MS 39572
12. The parties agree that this contract shall be interpreted under Mississippi law and that the jurisdiction for any dispute involving the parties shall be in a court of competent jurisdiction in Hancock County, Mississippi.
13. The parties contract and agree that should either party become dissatisfied with the services of the other, this contract is terminable by either party upon providing ten days prior written notice for cancellation with or without cause. For cause, either parties may terminate this contract without notice.
14. A list of the expected minimum duties of the Operator is included in the job description which is incorporated herein by reference and includes but is not limited to the following:
15. Regular Duties:
 - A) Enforce the objectives and policies of the Board of Commissioners
 - B) Keep the Board Members informed about expansions, operations and other activities
 - C) Keep the Board members informed about any finances under the Manager's control

- D) Coordinate and oversee all field operation and maintenance work
- E) Act as the official decision-maker for the system concerning any problems or complaints about routine operations
- F) Stay abreast of all new developments in the area of water system operation and maintenance, including all laws and regulations
- G) Be prepared to perform any task that is essential to the daily operation of the system
- H) Ensure expenditures do not exceed approved budget.

16. Other Duties:

- A) Delegate work responsibilities to other employees
- B) Any other services requested by a vote of the Board of Commissioners or at the direct request of the Chairman of the District.

17. The parties agree that the above recital of the job description is for illustration purposes only and is not an exact list of all job duties. It is expected that Operator shall provide all management necessary or required to ensure the successful operation of Pearlington.

18. It is the goal of Pearlington to receive the highest certifications in water distribution and sewer collection from the Mississippi regulatory authorities and Operator is encouraged to suggest any and all recommended improvements, revisions to policies or other matters which may assist Pearlington in reaching this goal.

19. This Agreement is effective upon approval by the Board of Commissioners of Pearlington and execution by both parties.

OPERATOR

BY:

Kodie Koenenn

Date

PEARLINGTON WATER & SEWER DISTRICT

BY:

Cheryl Bennett, Chairman

Date

10m



Cheryl Bennett, Chairperson
Rosa Jackson, Treasurer
Debra Sonnier, Secretary

Nolan Pansano, Commisioner
John Pavlovich, Vice-Chairman
Derek Cusick, Board Attorney

Dear Oak Harbor Subdivision Customers,

The Pearlington Water & Sewer District is committed to providing reliable water and sewer services to our community. To ensure the continued quality and sustainability of these services, we are writing to inform you of an upcoming public hearing to discuss a rate adjustment for customers in the Oak Harbor subdivision.

The public hearing will take place during the next regularly scheduled board meeting on July 16, 2025 at 3:00 p.m. at the address listed below.

The District is completing the installation of meters on your service lines, and will propose new rates to match the District's current approved rate schedule for all Pearlington customers. We have attached a copy of the schedule for your convenience.

This rate increase is necessary to cover the costs of infrastructure improvements, including the meter installation project, system repairs, and to maintain the operational standards of our water and sewer systems. We appreciate your understanding and continued support as we work to enhance our services for the benefit of our community.

If you have any questions or concerns regarding the public hearing, please contact our office at 228-533-0037 or email us at pwsdistrict@gmail.com.

Thank you for your cooperation.

Sincerely,

Cheryl Bennett, Chairperson Pearlington Water & Sewer District