

PEARLINGTON WATER & SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
JULY 16, 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: August 20, 2025 at 3 PM
2. **Guest Presentation (3 minutes each)**
3. **Requests to Speak on Agenda Items (3 minutes each)**
4. **Old Business**
 - 4A **Public Hearing on Rate Increase (Oak Harbor) – 3 minutes each**
 - 4B **MOTION** to approve the June 2025 regular meeting minutes.
 - 4C **MOTION** to approve the July 8, special meeting minutes.
5. **Engineer Report**
6. **Operations Report**
7. **Business Report**
 - 7A Budget Report
 - 7B Rate Study
8. **Attorney Report**
9. **Board Members' Reports**
10. **New Business**
 - 10A **MOTION** to approve the July 2025 Docket of Claims.
 - 10B **MOTION** to approve the July 2025 Payroll Docket.
 - 10C **MOTION** to approve the June 2025 Treasurer's Report.
 - 10D **Discussion.** Board meeting time.
 - 10F **MOTION** to approve the following leak adjustments, in accordance with District policy.
 - None
 - 10G **MOTION** to approve the following pool adjustments, in accordance with District policy.
 - Account #61 - \$24.75
 - Account #31 - \$28.26
11. **Requests to Speak on Non-Agenda Items**
12. **Executive Session**

13. **Adjournment**

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

4B

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

The Board of Commissioners of the Pearlington Water and Sewer District met in official session at 3:00 P.M. on Wednesday, June 18, 2025, in the Pearlington Recovery Center.

In Attendance:

John Pavlovich, Vice Chairperson
Rosa Jackson, Treasurer
Debra Sonnier, Secretary
Nolan Pansano, Commissioner
Cheryl Bennett, Chairperson
Scott Burge, Engineer
Derek Cusick Board Attorney
Ty Necaise, Accountant
Kodie Koenenn, Contract Operator

Absent:

Chairperson Bennett called the official meeting to order at 3:00 pm. The Pledge of Allegiance was recited, followed by a moment of silence.

APPROVAL TO THE AGENDA

1C Motion to accept the agenda as presented.

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

ANNOUNCEMENTS

The date of the next regular meeting is July 16, 2025 at 3 PM.

REQUESTS TO SPEAK

See list attached.

OLD BUSINESS

4A Motion to approve Resolution 2025-001 re: removal and addition of authorized check signers – Hancock Whitney Accounts.

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

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

4B Motion to approve Resolution 2025-002 re: removal and addition of authorized check signers – Renasant Accounts.

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

4C Motion to approve the minutes of the May 2025 Regular Meeting.

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

4D Motion to approve revised policy 3.3, Authorized Off Docket Payment to Vendors.

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

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

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

4F Motion to approve the minutes of the June 2025 Special Meeting.

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

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

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

Engineer Report – presented by Scott Burge

Operations Report – presented by Ty Necaise and Kodie Koenenn

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

Business Report – presented by Ty Necaie

Attorney Report – presented by Derek Cusick

NEW BUSINESS

10A Motion to approve the June 2025 Docket of Claims.

Moved: Pansano

Seconded: Pavlovich

Ayes: All

Results: PASSED

10B Motion to approve the June 2025 Payroll Docket.

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Results: PASSED

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

Moved: Pavlovich

Seconded: Jackson

Ayes: All

Results: PASSED

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

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

10E Motion to authorize the purchase of a riding lawnmower, not to exceed \$3,000.000.

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

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

10F Motion to approve the following leak adjustment, in accordance with District Policy.

Account #494 - \$598.49

Account #44 - \$700.94

Account #474 - \$446.60

Moved: Pavlovich

Seconded: Sonnier

Ayes: All

Results: PASSED

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

Moved: Jackson

Seconded: Sonnier

Ayes: All

Results: PASSED

10H Motion to approve payment to DNA Underground for \$2,670 from DFA Funds.

Moved: Jackson

Seconded: Sonnier

Ayes: All

Results: PASSED

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

Moved: Jackson

Seconded: Sonnier

Ayes: All

Results: PASSED

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

Moved: Sonnier

Seconded: Pansano

Ayes: All

Results: PASSED

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

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.

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

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

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

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.

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

REQUESTS TO SPEAK – NON-ADGENA ITEMS

See attached list.

EXECUTIVE SESSION – None

ADJOURNMENT

12A Motion to adjourn meeting at 4:44 pm.

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

Debra Sonnier, Secretary

Date

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE SPECIAL CALLED MEETING OF THE BOARD OF COMMISSIONERS
JULY 8, 2025**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session at 3:00 P.M. on Friday, July 8, 2025, in the Pearlington Recovery Center.

In Attendance:

John Pavlovich, Vice Chairperson
Rosa Jackson, Treasurer
Debra Sonnier, Secretary
Nolan Pansano, Commissioner
Cheryl Bennett, Chairperson
Derek Cusick, Board Attorney
James Lamy, General Manager
Ty Necaise, CPA
Scott Burge, Engineer
Kodie Koenenn, Contract Operator

Absent:

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 3:00 pm. The Pledge of Allegiance was recited, followed by a moment of silence.

ANNOUNCEMENTS

The date of the next regular meeting is July 16, 2025 at 3 PM.

EXECUTIVE SESSION

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

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

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

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

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 increase the rate of pay for the current technician to \$19/hr.

Moved: Sonnier
Seconded: Pansano
Ayes: All

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE SPECIAL CALLED MEETING OF THE BOARD OF COMMISSIONERS
JULY 8, 2025**

Results: PASSED

MOTION to set the rate of pay for the new tech hire to a rate not to exceed \$17.50/hr.

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to exit executive session.

Moved: Sonnier

Seconded: Pansano

Ayes: All

Results: PASSED

MOTION to exit closed session.

Moved: Jackson

Seconded: Sonnier

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 3:34 pm

Moved: Jackson

Seconded: Pansano

Ayes: All

Results: PASSED

Debra Sonnier, Secretary

Date

2:11 PM
07/16/25
Cash Basis

7A

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

	Oct '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenues	423,863.35	556,400.00	-132,536.65	76.2%
Total Income	423,863.35	556,400.00	-132,536.65	76.2%
Gross Profit	423,863.35	556,400.00	-132,536.65	76.2%
Expense				
Salary Budget Items	128,168.74	186,049.00	-57,880.26	68.9%
Utilities Budget Items	17,697.01	13,000.00	4,697.01	136.1%
Insurance Expense	24,599.09	27,000.00	-2,400.91	91.1%
Office Budget Items	10,779.32	13,500.00	-2,720.68	79.8%
Repairs and Maintenance	72,654.77	65,000.00	7,654.77	111.8%
Outside Services	19,230.29	34,000.00	-14,769.71	56.6%
Vehicle Expense	11,579.28	13,500.00	-1,920.72	85.8%
Water Quality Fee	1,643.38	2,000.00	-356.62	82.2%
Commissioner's Fees	6,048.00	6,300.00	-252.00	96.0%
Professional Fees	84,847.14	93,400.00	-8,552.86	90.8%
Water Purchase	21,054.36	19,500.00	1,554.36	108.0%
Sewer Treatment Costs	56,697.70	59,000.00	-2,302.30	96.1%
Sewer Collection Costs	9,951.00	9,000.00	951.00	110.6%
Total Expense	464,950.08	541,249.00	-76,298.92	85.9%
Net Ordinary Income	-41,086.73	15,151.00	-56,237.73	-271.2%
Other Income/Expense				
Other Income				
Sales Tax Discount	11.16			
Interest Income	10,961.82	12,000.00	-1,038.18	91.3%
Total Other Income	10,972.98	12,000.00	-1,027.02	91.4%
Other Expense				
Interest / Debt Service	20,565.00	28,000.00	-7,435.00	73.4%
Capital Expenditures	599.99	0.00	599.99	100.0%
Total Other Expense	21,164.99	28,000.00	-6,835.01	75.6%
Net Other Income	-10,192.01	-16,000.00	5,807.99	63.7%
Net Income	-51,278.74	-849.00	-50,429.74	6,039.9%

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Hancock Water & Sewer District
Diamondhead Water & Sewer District
Standard Dedeaux Water Association
Nicholson Water & Sewer Association, Picayune
Great River Pass Christian
Pearl River Central Water Association
Gulfport Water Department
Kiln Utility
City Bay St. Louis Public Works
City of Waveland Public Works
West Jackson County Utility District

STEP Systems
Rutherford County, TN
South Alabama Utilities

[illegible]

Pearlington Water & Sewer District Docket of Claims

184

As of July 16, 2025

Date	Num	Name	Memo	Paid Amount
The First - Operating Account				
06/20/2025	Ach	RUS Rural Developement	Debt service payment	-2,285.00
06/30/2025	Ach	US Bank	P Card Payment	-620.37
07/15/2025	5777	Kodie Koenenn	July Timesheets	-2,981.25
07/15/2025	5778	Cheryl Bennett	Board Per Diem	-168.00
07/15/2025	5779	Debra Sonnier	Board Per Diem	-168.00
07/15/2025	5780	John Pavlovich	Board Per Diem	-168.00
07/15/2025	5781	Nolan Pansano	Board Per Diem	-168.00
07/15/2025	5782	Rosa Jackson	Board Per Diem	-168.00
07/15/2025	5783	Canon U.S.A., Inc	Canon U.S.A., Inc	-63.30
07/15/2025	5784	Amanda White	Deposit Refund	-100.00
07/15/2025	5785	Necaise & Company, PLLC	Accounting Fees	-3,723.75
07/15/2025	5786	Point One Strategies LLC	Professional Consulting Services	-2,083.33
07/15/2025	5787	Coburn's Supply Company, Inc	Field Supplies	-1,415.82
07/15/2025	5788	Derek Cusick	Retainer Fee	-2,287.50
07/15/2025	5789	Hancock County Utility Authority	Water & Sewer Charges	-8,684.01
07/15/2025	5790	Hubbards Waveland Hardware	Field Supplies	-41.26
07/15/2025	5791	Waring Oil Company	Fuel for tank	-678.74
07/15/2025	5792	C Spire	Cell Phones	-74.40
07/15/2025	5793	Hunt's Automotive	Ford F150 AC Charge, cleaned throttle plate, Recalibrated s	-195.00
07/15/2025	5794	U S Postal Service	12 rolls post card Stamps	-672.00
07/15/2025	5795	Brown, Mitchell & Alexander, Inc	General Engineer Services	-1,077.50
07/15/2025	5796	Mississippi Rural Water Association	Mbr Renewal 2025, CCR Report, CS Training - Ronnie	-1,379.12
07/15/2025	5797	Southern Printing and Silkscreening	Door hangers	-272.85
07/15/2025	5798	The Policy Center	Bond for Ronnie Pack	-175.00
Total The First - Operating Account				-29,650.20
The First - DFA Account				
06/25/2025	1008	DNA Underground LLC	Temporary Meter Excavation Work at Oak Harbor	-2,670.00
07/15/2025	1009	Brown, Mitchell & Alexander, Inc	Engineering for Oak Harbor Improvements	-4,896.00
07/15/2025	1010	DNA Underground LLC	WO#8 Oak Harbor Water Repairs	-19,815.37
Total The First - DFA Account				-27,381.37
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				-57,031.57

Pearlington Water & Sewer District
Docket of Claims

As of July 16, 2025

Date	Num	Name	Memo	Paid Amount
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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.

1:36 PM

07/16/25

10B

Pearlington Water & Sewer District
Payroll Docket
 July 2025

	<u>Jul 25</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Holiday Pay	142.80
Hourly	2,600.25
Overtime (x1.5)	174.07
Vacation Time	71.40
Total Gross Pay	<u>2,988.52</u>
Deductions from Gross Pay	
Pre-AFLAC Sup	-10.68
Total Deductions from Gross Pay	<u>-10.68</u>
Adjusted Gross Pay	2,977.84
Taxes Withheld	
Federal Withholding	-240.00
Medicare Employee	-43.18
Social Security Employee	-184.63
MS - Withholding	-94.00
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	<u>-561.81</u>
Deductions from Net Pay	
Post- AFLAC	-27.90
Total Deductions from Net Pay	<u>-27.90</u>
Net Pay	<u>2,388.13</u>
Employer Taxes and Contributions	
Medicare Company	43.18
Social Security Company	184.63
MS - Unemployment Company	0.00
AFLAC-Supplemental	38.58
MS - Training Contribution	0.00
Total Employer Taxes and Contributions	<u>266.39</u>

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Pearlington Water & Sewer District
Treasurer Report
As of June 30, 2025

	Jun 30, 25	Sep 30, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
The First - Operating Account	115,234.74	191,590.77	-76,356.03	-39.9%
The First - DFA Account	365,119.00	0.00	365,119.00	100.0%
The First - SLAR Reserve	4,200.16	4,200.16	0.00	0.0%
The First - RD Debt Service	29,427.17	29,427.12	0.05	0.0%
The First- Emergency Operations	138,657.74	138,585.90	71.84	0.1%
The First - Customer Deposits	26,281.04	25,180.96	1,100.08	4.4%
The First - Bond & Interest Fun	27,421.09	27,421.05	0.04	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	1,362,568.41	1,061,853.42	300,714.99	28.3%
Total Current Assets	1,362,568.41	1,061,853.42	300,714.99	28.3%
TOTAL ASSETS	1,362,568.41	1,061,853.42	300,714.99	28.3%
LIABILITIES & EQUITY	0.00	0.00	0.00	0.0%