

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
November 2023**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, November 15, 2023, in the Pearlington Recovery Center.

In Attendance:

Absent:

Nolan Pansano, Chairman
Cabrina Bell, Vice Chairman
Rosa Jackson, Treasurer
John Pavlovich, Commissioner
Debra Sonnier, Secretary
Derek Cusick, Attorney
Ty Necaie, CPA
Scott Burge, Engineer

Zoe Bowers

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

ROLL CALL

Attachment 1A

APPROVAL TO THE AGENDA

MOTION to accept the agenda as presented. Attachment 1C. **PASSED**

Moved: Bell

Seconded: Pavlovich

Ayes: All

ANNOUNCEMENTS

Date of next regular board meeting is December 20, 2023.

REQUEST TO SPEAK (Guest Presentation)

James Baldree (Leak)

- Customer stated that his meter is reading back to normal, that they do not have a leak. He states he thinks the meter is malfunctioning and he requested an adjustment on his bill. The board took his request under advisement.

Gerald Rigby, CPA (Audit Presentation)

- Rigby presented the financial audit and report to the board for review and approval. He answered questions about the financial condition of the District.

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OLD BUSINESS

NONE

NEW BUSINESS

MOTION to approve the November 2023 Docket of Claims. Attachment 4A. **PASSED.**

Moved: Pansano
Seconded: Jackson
Ayes: All

MOTION to approve the October 2023 Treasurer's Report. Attachment 4B. **PASSED.**

Moved: Pavlovich
Seconded: Jackson
Ayes: All

MOTION to approve October 2023 regular meeting minutes. Attachment 4C. **PASSED.**

Moved: Pavlovich
Seconded: Bell
Ayes: All

MOTION to authorize the administration to advertise the public hearing for a rate and fee schedule increase in the newspaper. The advertisement will be after the new year. Attachment 4D. **PASSED.**

Moved: Jackson
Seconded: Bell
Ayes: All

MOTION to approve the 2024 holiday schedule. Attachment 4E. **PASSED.**

Moved: Jackson
Seconded: Bell
Ayes: All

MOTION to accept the FY2022 audit report. Attachment 4F. **PASSED**

Moved: Bell
Seconded: Pavlovich
Ayes: All

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MOTION to approve the following leak adjustments:

Acct: 190-\$94.44

Acct: 5271-\$280.09

Moved: Jackson

Seconded: Bell

Ayes: All

OPERATOR'S REPORT

Discussion: High Water Loss

- Zoe updated the board on her search for the major water leak that the district has had for the past few months. The leak still has not been found and we are continuing the search to find it.

Discussion: New Install

- Zoe updated the board on the 6332 Hwy 604 installation. It is still in progress.

ENGINEER'S REPORT

Discussion: Western WWTF Outfall Relocation Project

- The contractor has installed approximately 3.6 miles of the 5 miles (72%) of force main pipe. Installation is complete on White's and Whipple Roads and is currently proceeding along Logtown Road.
- Directional boring of outfall into the Pearl River, as well as all other bores have been completed.
- Grading and restoration of White's and Whipple Roads are in the process.
- The value of the total contract work completed is 56%.

Discussion: Stennis Wastewater Conveyance Project

- Preliminary design of force main is complete.
- Preliminary design of 2 pump stations is nearing completion.
- Property survey completed for the 2 pump station parcels. Attorney is obtaining appraisal for acquisition of the properties.
- Soil borings at pump station sites have been completed.
- Equipment purchase for standby generators is currently out for bid.
- Project is expected to be ready to advertise for bid in early 2024.

Discussion: Oak Harbor Acquisition

- Utility Services is in the process of selling other utility systems. Once they finalize this other sell, which is anticipated by the end of the year, they will focus on the sale of Oak Harbor.
- It appears that they will be transferring the Oak Harbor system, at no cost.

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BUSINESS REPORT

Discussion: Compliance Update

- The District has not identified any new non-compliant customers since the last meeting. The Arnold case is proceeding as scheduled.

ATTORNEY'S REPORT

Discussion: HCUA Meeting

- Mr. Cusick talked with the HCUA attorney and he states that HCUA was hoping to make progress on the purchase of Oak Harbor in December.

Discussion: Dennee Settlement

- Dennee offered to settle and pay \$800 for the installation of the S-Tank on her property.

MOTION to accept the settlement offer from Dennee. **PASSED.**

Moved: Jackson

Seconded: Sonnier

Ayes: Jackson, Pavlovich & Sonnier

Abstained: Bell & Pansano

MOTION to approve contract for legal services with Wisebrod, Matteis & Copley. Attachment 8C.
PASSED.

Moved: Jackson

Seconded: Pavlovich

Ayes: All

MOTION to adjust Baldree account as requested by the customer earlier in the meeting. **MOTION FOR DISCUSSION ONLY.**

Moved: Pansano

Seconded: Pavlovich

Ayes: All

Following discussion, Mr. Pansano called for a motion to approve the leak adjustment.

MOTION to adjust Baldree account as presented at the November 15th board meeting. **FAILED FOR LACK OF ACTION.**

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BOARD MEMBERS' REPORTS

Discussion: Chairman Report (Lift Station)

- HCUA approved to start charging entities for maintenance of their lift stations.

Discussion: Other Board Member Reports

- None

EXECUTIVE SESSION

MOTION to close the meeting and discuss the need for an executive session. **PASSED**

Moved: Jackson

Seconded: Pavlovich

Ayes: All

MOTION to enter into executive session to discuss personnel matters. **PASSED**

Moved: Jackson

Seconded: Pavlovich

Ayes: All

MOTION to exit executive session. **PASSED**

Moved: Jackson

Seconded: Sonnier

Ayes: All

MOTION to come out of closed session and resume the open meeting. **PASSED**

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Attorney Cusick announced that no official actions of record were taken during the executive session.

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MOTION to create the acting Administrator position and for Mr. Necaise to create a job description for the position. **PASSED**

Moved: Jackson
Seconded: Pavlovich
Ayes: All

MOTION to appoint Ms. Carolyn Wilkinson as the acting Administrator of the District. **PASSED**

Moved: Jackson
Seconded: Pavlovich
Ayes: All

ADJOURNMENT

MOTION to recess the meeting @ 5:46pm until November 29, 2024 @ 3pm. **PASSED.**

Moved: Jackson
Seconded: Bell
Ayes: All

Approved in December 20, 2023 meeting

Debra Sonnier, Secretary

Date