

PEARLINGTON WATER & SEWER DISTRICT

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

MARCH 19, 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: April 16, 2025 at 3 PM

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

3. **Public Comments on Agenda Items (3 minutes each)**

4. **Old Business**

4A NONE

5. **New Business**

5A **MOTION** to approve the March 2025 Docket of Claims. Attachment 5A

5B **MOTION** to approve the March 2025 Payroll Docket. Attachment 5B

5C **MOTION** to approve the February 2025 Treasurer's Report. Attachment 5C

5D **MOTION** to approve the minutes of the January 2025 regular meeting. Attachment 5D

5E **MOTION** to approve the following leak adjustments:

Acct #585 – \$53.60

Acct #189 – \$88.66

6. **General Manager Report**

7. **Engineer's Report**

8. **Business Report**

9. **Attorney's Report**

10. **Board Members' Reports**

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

12. **Executive Session**

13. **Adjournment**

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



Cabrina Bell, Chairwoman
Rosa Jackson, Treasurer
John Pavlovich, Commissioner

Nolan Pansano, Vice-Chairman
Debra Sonnier, Secretary
Derek Cusick, Attorney

Roll Call

Meeting Date: March 19, 2025

Board Members:	Initial:	Time In:	Note:
Cabrina Bell, Chairwoman	CB	3:04	
Nolan Pansano, Vice-Chairman	NP	2:45	
Rosa Jackson, Treasurer	RJ	2:15	
Debra Sonnier, Secretary	DS	2:34	
John Pavlovich, Commissioner	JP	2:34	

3:51 PM

03/19/25

5A

Pearlington Water & Sewer District
Docket of Claims
As of March 19, 2025

Date	Num	Name	Memo	Paid Amount
The First - Operating Account				
03/19/2025		S and L Office Supplies	Office Supplies	-317.00
03/19/2025	Ach	MS Dept of Revenue	Sales Tax	-56.82
02/28/2025	Ach	US Bank	Credit Card Balance	-558.49
02/20/2025	Draft	RUS Rural Developement	Debt service payment	-2,285.00
03/19/2025	5646	Mississippi Rural Water Association	Smoke Testing	-175.00
03/19/2025	5647	Harris	PEA30	-413.31
03/19/2025	5648	Hunt's Automotive	New Radiator for Ford	-580.47
03/19/2025	5649	Hancock County Utility Authority	Plant Fee	-5,728.93
03/19/2025	5650	Derek Cusick	Retainer Fee	-1,462.50
03/19/2025	5651	Kodie Koenenn	Operator Services	-2,565.00
03/19/2025	5652	Cabrina Bell	Board Meeting February 19, 2025	-84.00
03/19/2025	5653	Nolan Pansano	Board Meeting February 19, 2025	-84.00
03/19/2025	5654	Rosa Jackson	Board meeting for February 19, 2025	-84.00
03/19/2025	5655	Debra Sonnier	Board Meeting February 19, 2025	-84.00
03/19/2025	5656	John Pavlovich	Board Meeting February 19, 2025	-84.00
03/19/2025	5657	Brown, Mitchell & Alexander, Inc	General Engineering Service	-3,336.00
03/19/2025	5658	Point One Strategies LLC	Professional Consulting Service	-4,166.66
03/19/2025	5659	AnSer	Base Rate Rebruary 12 to March 11, 2025	-379.75
03/19/2025	5660	Wise WiFi Inc	internet Service	-135.00
03/19/2025	5661	Kirk's Wheel & Tire Pros LLC	Tire Repair	-21.20
03/19/2025	5662	Hancock County Utility Authority	Water Usage	-1,957.46
03/19/2025	5663	Hubbards Waveland Hardware	Field Supplies	-473.73
03/19/2025	5664	Necaise & Company, PLLC	accounting fees	-1,150.00
03/19/2025	5665	Consolidated Pipe & Supply Co.,Inc	Field Supplies	-1,151.18
03/19/2025	5666	C Spire	Cell Phones	-226.79
03/19/2025	5667	The Policy Center	25/26Commerical Pkg Policy Renewal	-23,646.00
03/19/2025	5668	Waring Oil Company	Tank and Fuel	-1,809.38
03/19/2025	5669	NAPA	Vehicle Supplies	-102.75
03/19/2025	5670	Davds's Lawn & Chainsaw	Chainsaw and string	-303.99
03/19/2025	5671	Canon Solutions America	Copier Maintenance	-83.84
03/19/2025	5672	U S Postal Service	5 rolls of Post Card Stamps	-280.00
03/19/2025	5673	Brown, Mitchell & Alexander, Inc	General Engineering	-3,861.50
Total The First - Operating Account				-57,647.75
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				-57,647.75

2:10 PM

03/19/25

5B

Pearlington Water & Sewer District
Payroll Docket
February 20 through March 19, 2025

	<u>Feb 20 - Mar 19, 25</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	12,199.29
Deductions from Gross Pay	<u>-21.36</u>
Adjusted Gross Pay	12,177.93
Taxes Withheld	-2,218.61
Deductions from Net Pay	-334.60
Additions to Net Pay	<u>0.00</u>
Net Pay	<u>9,624.72</u>
Employer Taxes and Contributions	
Federal Unemployment	24.66
Medicare Company	176.58
Social Security Company	755.03
MS - Unemployment Company	121.79
AFLAC-Supplemental	77.16
MS - Training Contribution	<u>0.00</u>
Total Employer Taxes and Contributions	<u>1,155.22</u>

5C

Pearlington Water & Sewer District
Treasurer Report
As of February 28, 2025

	Feb 28, 25	Sep 30, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
The First - Operating Account	131,560.87	186,447.52	-54,886.65	-29.4%
The First - DFA Account	374,994.75	0.00	374,994.75	100.0%
The First - SLAR Reserve	4,200.00	4,200.16	-0.16	0.0%
The First - RD Debt Service	29,426.00	29,427.12	-1.12	0.0%
The First- Emergency Operations	138,634.95	138,585.90	49.05	0.0%
The First - Customer Deposits	25,680.00	25,180.96	499.04	2.0%
The First - Bond & Interest Fun	27,420.00	27,421.05	-1.05	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	107,690.30	107,690.30	0.00	0.0%
HWB CD x9630	107,690.30	107,690.30	0.00	0.0%
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	1,380,605.72	1,056,710.17	323,895.55	30.7%
Total Current Assets	1,380,605.72	1,056,710.17	323,895.55	30.7%
TOTAL ASSETS	1,380,605.72	1,056,710.17	323,895.55	30.7%
LIABILITIES & EQUITY	0.00	0.00	0.00	0.0%

SD

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
JANUARY 15, 2025**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, January 15, 2025, in the Pearlington Recovery Center.

In Attendance:

Cabrina Bell, Chairman
John Pavlovich, Vice Chairman
Rosa Jackson, Treasurer
Debra Sonnier, Secretary
Ty Necaise, CPA
Dak Alexander, Engineer
James Lamy, General Manager

Absent:

Nolan Pansano, Commissioner

Chairman Bell called the official meeting to order. The Pledge of Allegiance was followed by a moment of silence.

APPROVAL TO THE AGENDA

MOTION to accept the agenda as amended.

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

ANNOUNCEMENTS

The date of the next regular meeting is February 19, 2025 at 3 PM.

REQUESTS TO SPEAK

Amendment to add public comments on the end of the agenda
Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

OLD BUSINESS

None

NEW BUSINESS

MOTION to approve the January 2025 Docket of Claims.

Moved: Jackson

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
JANUARY 15, 2025**

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to approve the December 2025 Payroll Docket.

Moved: Pavlovich

Seconded: Sonnier

Ayes: All

Results: PASSED

MOTION to approve the December 2024 Treasurer's Report.

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to approve the November, 2024 recess meeting minutes.

Moved: Pavlovich

Seconded: Bell

Ayes: All

Results: PASSED

MOTION to approve the December 18, 2024 Regular meeting minutes meeting minutes.

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to approve payment to DNA Underground for \$108,769 for the interconnection to Oak Harbor. These funds will be paid from DFA awarded grant funds.

Moved: Jackson

Seconded: Sonnier

Ayes: All

Results: PASSED

MOTION to ratify election election of officers as follows:

Cabrina Bell – Chairman

John Pavlovich -Vice Chairman

Rosa Jackson – Treasure

Debra Sonnier – Secretary

Nolan Pansano - Commissioner

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
JANUARY 15, 2025**

Moved: Jackson
Seconded: Pavilovich
Ayes: All
Results: **PASSED**

GENERAL MANAGER'S REPORT

Discussion:

- Oak Harbor Bore and connection 1/23/2025
- Billing rate for Oak Harbor Residents and meters
- Working on OH residents correct billing addresses, phone numbers etc.
- Smoke Test to identify Infiltration in OH
- Stainer to identify OH flushing items that will damage pumps.

ENGINEER'S REPORT

Discussion:

- Oak Harbor Sewer Improvement Projects
- Oak Harbor Water Improvement Project.
- Oak Harbor Sewer Rehabilitation
-

BUSINESS REPORT

Discussion:

- Mr. Necaise presented the Business Report
- A new bank account is needed to transfer the DFA funds.

MOTION to authorize the Office Manager to carry over all vacation time to 2025 since she was not able to use it after the Office Clerk resigned.

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

ATTORNEY'S REPORT

- NONE

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
JANUARY 15, 2025**

BOARD MEMBERS' REPORTS

NONE

EXECUTIVE SESSION

NONE

Public Comments (on non-Agenda items)

ADJOURNMENT

MOTION to adjourn the meeting 5:15pm

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

Debra Sonnier, Secretary

Date

General Manager Board Report

Pearlington Water & Sewer District

Date 3/19/2025

6A

Employee Report

- Water Operator Certification 7/7/2025, Biloxi \$275. + \$110. testing. [REDACTED] and Jimmy
- Wastewater Certification November 3-7 \$275+\$110. testing fee. Justin and [REDACTED]

Customers Report

- Discussion: Oak Harbor New meters for all residents. RG3 – 75 meters- 16,182.75
- Still working with [REDACTED] water Representative [REDACTED] and [REDACTED] to help identify leaks in OH
- New Valves in Oak Harbor to identify Water loss/ [REDACTED] and DNA on Valve Placement

Vehicles Report

- Field Technicians doing the oil changes for all trucks
- Finally received Tag for Dodge

Equipment Report

- Strainer capturing all non-flushable, to show HO what is going into Step tanks
- Waring oil Gasoline tank servicing all trucks with gas at maintenance shop.
- Vac trailer needs new hoses, working with specialty hose to swap New 4inch for 3inch hoses.

Hydrant Maintenance

- Ongoing Fire Hydrants maintenance Ronnie report (55 – cut sprayed and painted and [REDACTED] exercised and greased 43 (ongoing)

TASKS

PWSD Business Report

☐ Budget vs Actual

The District shows a loss of \$49,143 for the first five months of FY2025.

☐ Backup Well

I have been in discussion with the Port for months about interconnecting the Port with Pearllington's water distribution system. Funding appears to have been allocated to make this connection. Since Oak Harbor is no longer a viable option as a backup well, the Port's well will function as our backup if this connection were to take place.

☐ Jackson Consultant Update

We had a meeting to discuss PWSD's funding request for Jackson. We believe we have a good request. I'm in the process of preparing it to submit to the lobbyist.

1:44 PM
03/19/25
Cash Basis

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

8A

	Oct '24 - Feb 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenues	219,443.95	556,400.00	-336,956.05	39.4%
Total Income	219,443.95	556,400.00	-336,956.05	39.4%
Gross Profit	219,443.95	556,400.00	-336,956.05	39.4%
Expense				
Salary Budget Items	74,982.70	186,049.00	-111,066.30	40.3%
Utilities Budget Items	11,483.10	13,000.00	-1,516.90	88.3%
Insurance Expense	528.09	27,000.00	-26,471.91	2.0%
Office Budget Items	5,062.41	13,500.00	-8,437.59	37.5%
Repairs and Maintenance	52,344.02	65,000.00	-12,655.98	80.5%
Outside Services	15,593.39	34,000.00	-18,406.61	45.9%
Vehicle Expense	6,145.38	13,500.00	-7,354.62	45.5%
Water Quality Fee	1,643.38	2,000.00	-356.62	82.2%
Commissioner's Fees	3,528.00	6,300.00	-2,772.00	56.0%
Professional Fees	33,922.14	93,400.00	-59,477.86	36.3%
Water Purchase	11,757.30	19,500.00	-7,742.70	60.3%
Sewer Treatment Costs	42,941.07	59,000.00	-16,058.93	72.8%
Sewer Collection Costs	0.00	9,000.00	-9,000.00	0.0%
Total Expense	259,930.98	541,249.00	-281,318.02	48.0%
Net Ordinary Income	-40,487.03	15,151.00	-55,638.03	-267.2%
Other Income/Expense				
Other Income				
Sales Tax Discount	6.14			
Interest Income	3,362.75	12,000.00	-8,637.25	28.0%
Total Other Income	3,368.89	12,000.00	-8,631.11	28.1%
Other Expense				
Interest / Debt Service	11,425.00	28,000.00	-16,575.00	40.8%
Capital Expenditures	599.99	0.00	599.99	100.0%
Total Other Expense	12,024.99	28,000.00	-15,975.01	42.9%
Net Other Income	-8,656.10	-16,000.00	7,343.90	54.1%
Net Income	-49,143.13	-849.00	-48,294.13	5,788.4%