

PEARLINGTON WATER & SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MARCH 22, 2023 (POSTPONED)

AGENDA

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

1A Roll Call. Commissioners Must Sign Sheet.

1B Amendments to Agenda

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

1D Announcements:

- Date of the next regularly scheduled meeting: April 19, 2023, at 3 pm

2. **Request to Speak & Guest Presentation (3 minutes each)**

NONE

3. **Old Business**

NONE

4. **New Business**

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

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

4C **MOTION** to approve the February 2023 regular meeting minutes. Attachment 4C

4D **MOTION** to approve the following leak adjustments:

#741 – \$353.09 (new balance due is \$379.13)

#125 - \$142.04 (new balance due is \$108.53)

#4642 - \$156.60 (new balance due is \$146.74)

5. **Operator's Report**

5A Discussion: Updates

6. **Engineer's Report**

6A Discussion: West Outfall Project Status.

6B Discussion: Oak Harbor Acquisition Status.

7. **Business Report**

7A Discussion: Budget vs Actual. Attachment 7A.

7B Discussion: Compliance Update.

7C Discussion: Board Report. Attachment 7C.

7D **MOTION** to approve quote from Wise Inc. for the installation of digital cameras with WIFI capability. Attachment 7D.

8. **Attorney's Report**

8A Discussion: Update on prosecution of noncompliant customer.

9. **Board Members' Reports**

9A Chairman Report

9B Other Board Member Reports

10. **Executive Session**

NONE

11. **Adjournment**

11A **MOTION** to adjourn the meeting at _____ PM.

Pearlington Water & Sewer District
Docket of Claims
As of March 22, 2023

4A

Date	Num	Name	Memo	Paid Amount
The First - Operating Account (PREPAID OFF DOCKET)				
03/13/2023	ACH	PWSD	Funds Transfer	-478.35
02/24/2023	ACH	Employees	Net Payroll	-3,653.17
03/10/2023	ACH	Employees	Net Payroll	-4,005.60
02/23/2023	ACH	AFLAC	Supplemental Insurance	-189.58
03/17/2023	ACH	MS Dept of Revenue	Sales Tax	-60.56
02/20/2023	ACH	MS Dept of Revenue	Sales Tax	-62.25
03/13/2023	ACH	EFTPS	Federal Taxes	-2,277.14
03/06/2023	ACH	MS Dept of Revenue	State Taxes	-303.00
The First - Operating Account (PAYMENTS FOR APPROVAL)				
03/15/2023	4917	Derek Cusick	Retainer for February 2023	-787.50
03/15/2023	4918	U S Postal Service	5 rolls post card stamps @ \$.48 each	-240.00
03/15/2023	4919	C Spire	Billing Period February 5, 2023 - March 04, 2023	-134.43
03/15/2023	4920	S and L Office Supplies	Office Supplies	-69.06
03/15/2023	4921	NAPA	Chevy tail lights	-46.36
03/15/2023	4922	AnSer	Base rate February 15 to March 14, 2023	-201.84
03/15/2023	4923	Nolan Pansano	Monthly Board Meeting	-84.00
03/15/2023	4924	Cabrina Bell	Monthly Board Meeting	-84.00
03/15/2023	4925	Rosa Jackson	Monthly Board Meeting	-84.00
03/15/2023	4926	Debra Sonnier	Monthly Board Meeting	-84.00
03/15/2023	4927	John Pavlovich	Monthly Board Meeting	-84.00
03/15/2023	4928	Moss Towing	Towing Chevy	-450.00
03/15/2023	4929	Mississippi Rural Water Association	Annual Membership dues	-416.84
03/15/2023	4930	B.E.A.R.	Pumps, replacement Alarm Horns, Service call	-1,913.23
03/15/2023	4931	Wise WiFi Inc	Internet Service	-35.00
03/15/2023	4932	Consolidated Pipe & Supply Co.,Inc	Field Supplies	-882.00
03/15/2023	4933	Hubbards Waveland Hardware	Field Supplies	-268.52
03/15/2023	4934	Canon Solutions America	Maintenance on copier	-38.79
03/15/2023	4935	Fastenal	Field Supplies	-384.37
03/15/2023	4936	Hancock County Utility Authority	Water Service	-1,591.37
03/15/2023	4937	Hancock County Utility Authority	Plant Fee	-4,318.16
03/15/2023	4938	Necaise & Company, PLLC	Accounting Services	-1,630.00
03/15/2023	4939	ULINE	Pre-Wired tags for Supplies	-72.43
03/15/2023	4940	ZB Services, LLC	February Monthly Fees	-2,160.00
03/15/2023	4941	Mediacom	Billed from 3/9/23 through 4/08/23	-179.27
03/15/2023	4942	B & J Pit Stop	Changed Oil in Ford Truck	-62.11
03/15/2023	4943	Davds's Lawn & Chainsaw	Kill switch and repair Labor on Generator	-60.00
03/15/2023	4944	Hunt's Automotive	Fuel pump for Chevy truck	-1,043.56
03/15/2023	4945	Brown, Mitchell & Alexander, Inc	General Engineering Service	-392.50
03/15/2023	4946	Card Services UMB	Fuel, tires,phones, supplies	-2,807.91
Total The First - Operating Account				-39,293.67

Pearlington Water & Sewer District
Docket of Claims
As of March 22, 2023

4A

Date	Num	Name	Memo	Paid Amount
The First - SLAR Reserve				
03/13/2023			Funds Transfer	-0.34
Total The First - SLAR Reserve				-0.34
The First - RD Debt Service				
03/13/2023			Funds Transfer	-2.37
Total The First - RD Debt Service				-2.37
The First- Emergency Operations				
Total The First- Emergency Operations				No Activity
The First - Customer Deposits				
03/13/2023			Funds Transfer	478.35
Total The First - Customer Deposits				478.35
The First - Bond & Interest Fun				
03/13/2023			Funds Transfer	-2.21
Total The First - Bond & Interest Fun				-2.21


Signature

Title



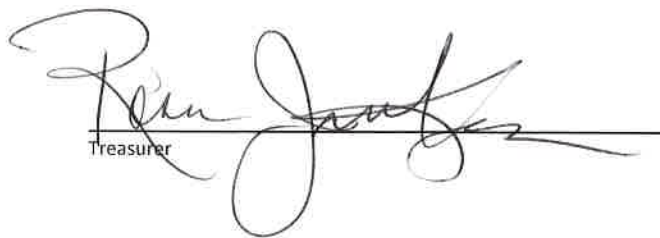
Nolan Pansano, Chairman
Rosa Jackson, Secretary/Treasurer
John Pavlovich, Commissioner

Cabrina Bell, Vice-Chairwoman
Debra Sonnier, Commissioner
Derek Cusick, Attorney

Treasurer's Report: February 2023

Approved: March 22, 2023

	<u>Balance Beginning</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance Ending</u>
Petty Cash	\$ 100.00			\$ 100.00
TF Operating Account	394,040.22	32,581.66	34,744.29	391,877.59
TF Bond & Interest Fund	27,421.16	1.05		27,422.21
TF Customer Deposit Account	20,400.87	0.78		20,401.65
TF Emergency Operations Fund	138,370.57	5.31		138,375.88
TF Short Lived Asset Replacement	4,200.18	0.16		4,200.34
TF Rural Development Debt Service	29,427.25	1.12		29,428.37
HW CD x0004	102,738.57	51.38		102,789.95
CD 5258	102,440.48			102,440.48
CD 5260	102,440.48			102,440.48
TF CD x1284	105,004.18			105,004.18
TF CD x1292	105,004.18			105,004.18
TF CD x6309	103,512.88			103,512.88
Totals (All Accounts)	\$ 1,235,101.02	\$ 32,641.46	\$ 34,744.29	\$ 1,232,998.19


 Treasurer

4c

**PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES
February 2023**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, January 18, 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 Necaise, CPA
Zoe Bowers, Operator
Scott Burge, Engineer

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

ROLL CALL

Attachment 1A

APPROVAL TO THE AGENDA

Note that attachment 7B has been removed due to customer privacy concerns.

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

Moved: Pansano

Seconded: Pavlovich

Ayes: All

Nays: None

Abstained: None

ANNOUNCEMENTS

- Date of the next regular monthly meeting: March 15, 2023.

REQUEST TO SPEAK (Guest Presentation)

NONE

OLD BUSINESS

NONE

4c

**PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES
February 2023**

NEW BUSINESS

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

Moved: Bell

Seconded: Pavlovich

Ayes: All

Nays: None

Abstained: None

MOTION to approve the January 2023 Treasure's Report. Attachment 4B. **PASSED.**

Moved: Bell

Seconded: Pavlovich

Ayes: All

Nays: None

Abstained: None

MOTION to approve January 2023 Regular Meeting Minutes. Attachment 4C. **PASSED.**

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Nays: None

Abstained: None

MOTION to approve the following leak adjustments in accordance with District policy. **PASSED.**

- Acct# 739 - \$242.77, actual bill \$198.35
- Acct# 480 - \$ 217.50, actual bill \$174.54

Moved: Pansano

Seconded: Bell

Ayes: All

Nays: None

Abstained: None

OPERATOR'S REPORT

Discussion: Updates

- No new installs in February
- No change on the customers that have attended previous board meetings (Levee & Hwy 604).

4c

**PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES
February 2023**

ENGINEER'S REPORT

Discussion: West Outfall Project Status.

- Out for bids which is due back by March 7, 2023.

Discussion: Oak Harbor Acquisition Status.

- Purchase agreement has been accepted. No dates established on when the system will be taken over.

BUSINESS REPORT

Discussion: Budget vs actual was presented. Attachment 7A.

- No action was taken during this discussion.

Discussion: Compliance Update.

- The District is still working with several customers to encourage them to get into compliance with the Ordinance. No action was taken during this discussion.

Discussion: Update on board assigned tasks.

- Pearl River Valley Opportunity was discussed. This entity helps low-income customers pay for their utility bills.

MOTION to authorize an officer of the Board to sign vendor agreement with Pearl River Valley Opportunity. **PASSED.**

Moved: Jackson

Seconded: Bell

Ayes: All

Nays: None

Abstained: None

Discussion: Video Alarm Monitoring System.

- Presented a quote from Wise Inc. for video monitoring at the warehouse. Board requested a second quote. No action was taken during this discussion.

MOTION to approve payment for up to \$1,200 for a vacuum service to pump out a customer's tank that our trailer cannot reach, to remove waste from our shop tank, and to authorize a check to be signed by a board member once the actual amount is known. **PASSED.**

Moved: Pansano

Seconded: Pavlovich

Ayes: All

Nays: None

Abstained: None

**PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES
February 2023**

MOTION to authorize an officer of the board to sign a credit application with Delta Tire World. **PASSED.**

Moved: Jackson

Seconded: Bell

Ayes: All

Nays: None

Abstained: None

ATTORNEY'S REPORT

Discussion: Updates

- Will move forward with prosecution of non-compliant account and update the Board at the next meeting. No action was taken during this discussion.

BOARD MEMBERS' REPORTS

Chairman Report

- Pansano presented the water design capacity sheet from Hancock County Utility Authority. No action was taken during this discussion.

Other Board Member Reports

- None

EXECUTIVE SESSION

- None

ADJOURNMENT

MOTION to adjourn the meeting at 4:27 PM. **PASSED.**

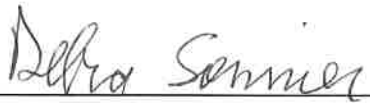
Moved: Pavlovich

Seconded: Jackson

Ayes: All

Nays: None

Abstained: None



Debra Sonnier, Secretary

3-22-2023

Date

7A

10:43 AM
03/16/23
Cash Basis

Pearlington Water & Sewer District
Profit & Loss Budget vs. Actual
October 2022 through February 2023

	Oct '22 - Feb 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Operating Revenues	174,246.41	424,000.00	-249,753.59	41.1%
Total Income	174,246.41	424,000.00	-249,753.59	41.1%
Gross Profit	174,246.41	424,000.00	-249,753.59	41.1%
Expense				
Salary Budget Items	57,199.53	138,872.00	-81,672.47	41.2%
Utilities Budget Items	3,742.18	8,000.00	-4,257.82	46.8%
Insurance Expense	774.50	23,000.00	-22,225.50	3.4%
Office Budget Items	5,469.97	9,500.00	-4,030.03	57.6%
Repairs and Maintenance	34,787.44	60,000.00	-25,212.56	58.0%
Outside Services	1,200.98	14,000.00	-12,799.02	8.6%
Vehicle Expense	7,499.31	9,000.00	-1,500.69	83.3%
Water Quality Fee	1,605.00	2,000.00	-395.00	80.3%
Commissioner's Fees	2,856.00	6,300.00	-3,444.00	45.3%
Professional Fees	43,518.49	79,400.00	-35,881.51	54.8%
Water Purchase	8,109.17	20,000.00	-11,890.83	40.5%
Sewer Treatment Costs	25,970.36	62,500.00	-36,529.64	41.6%
Total Expense	192,732.93	432,572.00	-239,839.07	44.6%
Net Ordinary Income	-18,486.52	-8,572.00	-9,914.52	215.7%
Other Income/Expense				
Other Income				
Sales Tax Discount	5.93	0.00	5.93	100.0%
Other Income	1.93	0.00	1.93	100.0%
Interest Income	181.06	1,000.00	-818.94	18.1%
Total Other Income	188.92	1,000.00	-811.08	18.9%
Other Expense				
Interest / Debt Service	11,425.00	28,000.00	-16,575.00	40.8%
Capital Expenditures	0.00	10,000.00	-10,000.00	0.0%
Total Other Expense	11,425.00	38,000.00	-26,575.00	30.1%
Net Other Income	-11,236.08	-37,000.00	25,763.92	30.4%
Net Income	-29,722.60	-45,572.00	15,849.40	65.2%

TASKS

7B

PWSD Compliance

- ☐ #13 [REDACTED]
Water only. Living in camper. [REDACTED] Sent compliance letter. They are digging trench to connect to sewer.
- ☐ #89 [REDACTED]
Turned over to legal for prosecution.
- ☐ #164 [REDACTED]
He contacted PSC. They called me and we've been in communication with each other.
- ☐ #334 [REDACTED]
Now in compliance.
- ☐ #3251 [REDACTED]
No contact since last month. She will be sent a final warning with a deadline of 45 days.
- ☐ #803 [REDACTED]
Watch list. Vacant house.
- ☐ #7592 [REDACTED]
Now in compliance.
- ☐ #7891 [REDACTED]
Survey is complete. Waiting on copy to schedule install.
- ☐ [REDACTED]
Occupied with no service. We gave him the install rate and he didn't agree. Sending letter to document communication. He requested a payment plan.

TASKS

PWSD Board Report

☐ Vac Service

We were able to use our credit card to have a tank vacuumed out. But there's a fee when we use the card. Do we want to continue doing this? It may be necessary.

☐ Internet for Warehouse

We have ordered the internet. Waiting on installation.

☐ Company Email Accounts

We have a new hosting service and will be able to create email accounts with a @pwsd.ms.gov address. Do all Board members want an email? They will be \$12/month.

☐ Video and Alarm Monitoring

Two quotes received. Small differences in function and service plans.

7D



Omni Technologies, LLC
 1819 24th Ave
 Gulfport, MS 39501 US
 +1 2284678324
 billing@myomnitech.com
 www.myomnitech.com

ADDRESS

Pearlington Water & Sewer
 5265 MS-604
 Pearlington, MS 39572

Quote 2040**DATE 03/16/2023****EXPIRATION DATE 04/30/2023**

QTY	DESCRIPTION	RATE	AMOUNT
1	4CH ToughDog NVR	499.99	499.99
2	ToughDog Bullet Camera	159.99	319.98
2	Parts for installation of Cat5e Cable from point A to point B with Connectors	39.99	79.98
1	Labor to install and configure NVR, 2 cameras and all associated wiring.	550.00	550.00
	Standard 1 year warranty on all parts and labor barring end user abuse and/or acts of God		
	50% Deposit Required at time of order, and the remainder will be due upon project completion		

Thank you for choosing Omni Technologies!

SUBTOTAL

1,449.95

TAX

0.00

MS Alarm License

TOTAL**\$1,449.95**

Accepted By

Accepted Date

7D

WISE WIFI INC. SURVILLANCE SYSTEM
SITE SURVEY / ESTIMATE FORM

To facilitate a smooth installation, please answer the following questions:

SURVEILLANCE CAMERA SITE SURVEY

1. Do you own the facility where the Surveillance cameras are to be installed? ☒ YES ☐ NO
If no, do you have the landlord or property manager's permission to install? ☐ YES ☐ NO
2. Please indicate if you are using any of the following Internet service's: (Circle one)
a. DSL/Cable b. Satellite c. Telephone (Dial-up) ☒ YES ☐ NO
3. If yes to 2a or 2b, can we use your Internet connection to deploy remote surveillance? ☒ YES ☐ NO
(If yes to 2c and no to 3, we will not be able to install and deploy remote surveillance.)
4. Check Indoor System ☐ Outdoor System ☒
5. If needed is there an existing roof access in the form of an internal or external ladder/stairwell? ☒ YES ☐ NO
6. Is there a 110 vac electrical outlet available were equipment will be placed? ☒ YES ☐ NO
7. Is there an active telephone/LAN line in the room where the NAS/NVR will be installed? ☒ YES ☐ NO
8. How many stories is the building the camera equipment will be installed in. Number:
9. Are there any existing camera wiring on or in your building? ☐ YES ☒ NO
If yes, can the new cable be run through the existing pathway? ☐ YES ☐ NO
10. Is there a solid concrete or block wall on which the cameras can be mounted
providing a direct unobstructed view of the area to be covered? (If yes, go to #12) ☒ YES ☐ NO
11. Is there a common area in your building to route the cable from the camera's to the
office / suite where the Storage Equipment will be installed? ☒ YES ☐ NO

ESTIMATE

Indoor/Outdoor Color Camera each	\$500.00	X	=	
2. Indoor/Outdoor Specialty Camera each	\$1000.00	X	=	
3. Installation NAS/NVR Storage Drive up to 4TB (per 12 cameras)	\$500.00	X	1	= 500.00
4. Installation and Material's per camera	\$300.00	X	2	= 600.00
5. Service Contract (NAS/NVR) up to 12 cameras	\$30.00	X	1	= 30.00
6. Service Contract (First camera per month)	\$20.00	X	1	= 20.00
7. Service Contract (Each camera thereafter per month)	\$10.00	X	1	= 10.00
8. Remote view only per camera (included with service contract)	\$5.00	X		
			Total	\$1,160.00
8. ESTIMATED TAX		X	.07	=
(Half needed up front to get started) \$580			Grand Total	\$1,160.00

*****PLEASE READ AND SIGN*****

We cannot proceed with your Surveillance camera installation until we have received a completed and signed Site Survey Form and Half of the estimate up front. If you have any questions regarding the information on this form, please contact your representative. Installation: All installations must be performed by us. All installations must be performed through us to ensure a smooth install. Should you have any questions about this policy, please feel free to contact us.

I certify that the above information is correct. I understand that installation is provided under the terms of a 90 Day Warranty from date installed. I understand that by violating these terms and conditions I may void my contract.

Pearlington Water & Sewer District

CUSTOMER / COMPANY NAME

ORDER #

2023/02/15

CUSTOMER SIGNATURE

DATE