

PEARLINGTON WATER & SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
APRIL 17, 2024

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: May 15, 2024
2. **Request to Speak & Guest Presentation (3 minutes each)**
 - 2A None
3. **Old Business**
 - 3A None
4. **New Business**
 - 4A **MOTION** to approve the April 2024 Docket of Claims. Attachment 4A
 - 4B **MOTION** to approve the March 2024 Treasurer's Report. Attachment 4B
 - 4C **MOTION** to approve the minutes of the March 2024 Meeting. Attachment 4C
 - 4D **MOTION** to approve the following leak adjustments.
 - Acct. 430 – \$99.71
 - Acct. 4601 – \$125.04
5. **Administrator's Report**
 - 5A Report: Attachment 5A
6. **Engineer's Report**
 - 6A Report: Attachment 6A
7. **Business Report**
 - 7A Report: Attachment 7A
8. **Attorney's Report**
 - 8A Discussion
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.

11:09 AM
04/17/24

Pearlington Water & Sewer District
Docket of Claims
As of April 17, 2024

4A

Date	Num	Name	Memo	Paid Amount
The First - Operating Account (PAID OFF DOCKET)				
04/17/2024	ACH	Employees	Net employee checks	-10,644.25
04/12/2024	ACH	EFTPS	Federal Payroll Tax	-2,848.28
04/10/2024	ACH	MS Dept of Revenue	State Payroll Tax	-334.00
The First - Operating Account (PAYMENTS FOR APPROVAL)				
04/16/2024	5301	Cash	Recharge Petty Cash	-40.06
04/17/2024	5302	Lowes	Field Supplies	-660.55
04/17/2024	5303	Davds's Lawn & Chainsaw	Mud Pump carburetor and oil change	-226.97
04/17/2024	5304	Cabrina Bell	March Monthly Meeting	-84.00
04/17/2024	5305	Rosa Jackson	March Monthly Meeting	-84.00
04/17/2024	5306	Debra Sonnier	March Monthly Meeting	-84.00
04/17/2024	5307	John Pavlovich	March Monthly Meeting	-84.00
04/17/2024	5308	Wise WiFi Inc	Internet Service	-135.00
04/17/2024	5309	B.E.A.R.	pumps	-1,286.75
04/17/2024	5310	Canon Solutions America	Maintenance and usage	-52.63
04/17/2024	5311	Hancock County Utility Authority	Plant Fee	-9,585.17
04/17/2024	5312	Hancock County Utility Authority	Water Service	-2,032.11
04/17/2024	5313	ZB Services, LLC	March Monthly Fees	-2,700.00
04/17/2024	5314	Point One Strategies LLC	Professional Consulting Services	-2,083.33
04/17/2024	5315	Necaise & Company, PLLC	Accounting Fees	-1,750.00
04/17/2024	5316	Mediacom	Bill from 4/9/24 through 5/8/24	-199.69
04/17/2024	5317	C Spire	Billing Period 3/5/24 thru 4/4/24	-165.83
04/17/2024	5318	Derek Cusick	Retainer Fee	-1,275.00
04/17/2024	5319	Consolidated Pipe & Supply Co., Inc	Field Supplies	-1,164.00
04/17/2024	5320	Hunt's Automotive	Belts and Pulley	-273.00
04/17/2024	5321	AnSer	Basre Rate April 10 to May 7, 2024	-200.00
04/17/2024	5322	Brown, Mitchell & Alexander, Inc	General Engineering Services	-235.50
04/17/2024	5323	U S Postal Service	5 rolls of post card stamps @\$.53 each	-265.00
04/17/2024	5324	Card Services UMB	Fuel for Vehicles, phones, Internet	-1,472.16
Total The First - Operating Account				-50,609.53
The First - SLAR Reserve				
Total The First - SLAR Reserve			No Activity	
The First - RD Debt Service				
Total The First - RD Debt Service			No Activity	
The First- Emergency Operations				
Total The First- Emergency Operations			No Activity	
The First - Customer Deposits				
Total The First - Customer Deposits			No Activity	
The First - Bond & Interest Fun				
Total The First - Bond & Interest Fun			No Activity	
TOTAL				-50,609.53

4B

Pearlington Water & Sewer District
Treasurer Report
 As of March 31, 2024

	Mar 31, 24	Feb 29, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
The First - Operating Account	278,324.96	313,656.48	-35,331.52	-11.3%
The First - SLAR Reserve	4,200.00	4,200.16	-0.16	0.0%
The First - RD Debt Service	29,426.00	29,427.17	-1.17	0.0%
The First- Emergency Operations	138,545.28	138,545.28	0.00	0.0%
The First - Customer Deposits	23,680.00	23,480.93	199.07	0.9%
The First - Bond & Interest Fun	27,420.00	27,421.09	-1.09	0.0%
HWB CD x5258	104,801.82	104,801.82	0.00	0.0%
HWB CD x5260	104,801.82	104,801.82	0.00	0.0%
HWB CD x9629	106,632.54	106,632.54	0.00	0.0%
HWB CD x9630	106,632.54	106,632.54	0.00	0.0%
HWB CD x2113	107,761.09	107,761.09	0.00	0.0%
HWB CD x0004	106,901.55	106,901.55	0.00	0.0%
Total Checking/Savings	1,139,127.60	1,174,262.47	-35,134.87	-3.0%
Total Current Assets	1,139,127.60	1,174,262.47	-35,134.87	-3.0%
TOTAL ASSETS	1,139,127.60	1,174,262.47	-35,134.87	-3.0%
LIABILITIES & EQUITY	0.00	0.00	0.00	0.0%

4C

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
March 2024**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, March 20, 2024, in the Pearlington Recovery Center.

In Attendance:

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

Absent:

Nolan Pansano, Chairman

Vice Chairman Bell called the official meeting to order at 3:01pm. 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 and/or amended. Attachment 1C. **PASSED**

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

ANNOUNCEMENTS

Date of next regular board meeting is April 17, 2024.

REQUEST TO SPEAK (Guest Presentation)

NONE

OLD BUSINESS

NONE

NEW BUSINESS

MOTION to approve the March 2024 Docket of Claims. Attachment 4A. **PASSED.**

4c

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
March 2024**

Moved: Pavlovich
Seconded: Sonnier
Ayes: All

MOTION to approve the February 2024 Treasurer's Report. Attachment 4B. **PASSED.**

Moved: Pavlovich
Seconded: Sonnier
Ayes: All

MOTION to approve the minutes of the February 2024 Meeting. Attachment 4C. **PASSED.**

Moved: Pavlovich
Seconded: Sonnier
Ayes: Pavlovich, Sonnier, Bell
Abstained: Jackson

MOTION to approve the following leak adjustments:

- Acct.# 178-\$61.63

Moved: Sonnier
Seconded: Pavlovich
Ayes: All

ADMINISTRATOR'S REPORT

Discussion: Customer's Report

- [REDACTED] St. – No power, can't turn on until power is restored. Final Letter.
- [REDACTED] Dr. – Sent out a compliance letter. House is vacant.
- [REDACTED] Rd. – Left door hanger to call the office. Final Letter.
- [REDACTED] – Still pending waiting on MDOT.
- [REDACTED] Dr. – Disconnected for non-payment.

Discussion: Vehicle Report

- NONE

Discussion: Billing Update

- No payment plans at this time.
- 4 Active customers have been disconnected as stated in customer's report.

Discussion: Field Report

- Working on concrete cylinder valves on White's Rd.
- Checking end of lines and valves and releasing a build up gas that forms from grease and junk in the line.
- Weedeating Riverside, Gin, White's Rd., Jenness Rd. and Hwy 90

40

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
March 2024**

- We have ordered 18 pumps since January 1st, 2024 @ 420.00 each.

ENGINEER'S REPORT

Discussion: Western WWTF Outfall Relocation Project

- Final Completion Inspection of the project being performed today with MDEQ.
- Final Documentation submitted to MDEQ for close out of project through the RESTORE ACT Funding.

Discussion: Stennis Wastewater Conveyance Project

- Project is now being advertised for bids.

Discussion: Oak Harbor Acquisition

- Utility Services has completed the process of selling other utility systems. They and the HCUA attorney should now be proceeding on the sale of Oak Harbor.
- It appears that they will be transferring the Oak Harbor system, at no cost.

BUSINESS REPORT

Discussion: Budget vs Actual

ATTORNEY'S REPORT

NONE

BOARD MEMBERS' REPORTS

Discussion: Chairman Report

NONE

Discussion: Other Board Member Reports

NONE

EXECUTIVE SESSION

NONE

ADJOURNMENT

MOTION to adjourn the meeting @ 3:41pm. **PASSED.**

Moved: Jackson

Seconded: Pavlovich

4c

PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
March 2024

Ayes: All

Debra Sonnier, Secretary

Date

Administrator Board Report

Pearlington Water & Sewer District

Date 4/17/2024

Customers Report

- [REDACTED] St. - No power, can't turn on until power is restored. Final Letter sent. Justice Court proceedings will begin next week.
- [REDACTED] Drive - Sent compliance letter. House is vacant. We're monitoring property.
- [REDACTED] Rd - Door hanger call office. Final Letter. Justice Court proceedings will begin next week.
- [REDACTED] 604 - Still pending waiting on MDOT.
- [REDACTED] Drive - Bill not paid. Disconnected, no power. We're monitoring usage.

Vehicles Report

- Chevy to Hunt's for pulley and belt replacements.
- We may be able to get a vehicle from Fastenal for less than \$20k.
- Checked with Jimmie Ladner about a truck for Pearlington Water and Sewer District. He is checking and will get back with me.

Equipment Report

-

Hydrant Maintenance

- None. Not started yet. Will meet with techs to start rotation.

Billing Update

- No payment plans at this time.
- Four active customers have been disconnected. See above.

Field Report

- Working on concrete cylinder valves on Whites Rd.
- Checking end of lines and valves and releasing a buildup gas that forms from grease and junk in the line.
- Danny Miller pumped out 2 tanks this month 17035 Cedar Drive and 6027 Rd 220.
- I prepared a checklist for techs to do each time they visited a site to do a sewer inspection. Changed out 5 pumps this month.
- Worked with staff to ensure they are checking for the last change-out date to make sure the customers aren't damaging the equipment.

6A

PEARLINGTON WATER AND SEWER DISTRICT
ENGINEERING STATUS REPORT

APRIL 17, 2024

WESTERN WWTF OUTFALL RELOCATION PROJECT

- Final documentation submitted to MDEQ for close out of project through the RESTORE Act funding.
- Treated effluent from the treatment plant is now being discharged to the Pearl River instead of Mulatto Bayou.

STENNIS WASTEWATER CONVEYANCE PROJECT

- Project is now being advertised for bids.
- Bids will be received April 25th.

OAK HARBOR ACQUISITION

- Utility Services has completed the process of selling other utility systems. They and the HCUA attorney are now be proceeding with the purchase of Oak Harbor.
- Indications are that Utility Services will be transferring the Oak Harbor system, at no cost.

7A

TASKS

PWSD Business Report

By: Ty Necaie - 4/17/2024

☐ Vehicle Donation

The Hancock County Port has offered a Ford SUV to PWSD. I don't know if it will meet our needs but we could use it for a couple of things, such as:

☐ This would give the office staff a vehicle to use for company business.

☐ Bank deposits and supply runs

☐ Travel to trainings

☐ Meter readings

☐ Compliance Issues

Will work with Derek to start Justice Court proceedings on two customers.

☐ One customer is an elderly person with occupants in the household. I plan to get with Derek and look for ways to press charges on the able bodied individual(s), and not the elderly person.

☐ Working with Lobbyist

Wrote a letter for each congressman and senator informing them of the critical need for water improvements in Oak Harbor.

☐ Trey has been in constant contact about his meetings. He has met with all of our legislators and the chairmen of the committees.

☐ Trey has delivered the letters and requested more information about the system.

☐ Budget vs Actual

An updated budget report will be presented at the next meeting. An amendment will be needed in the next month or two.