

PEARLINGTON WATER & SEWER DISTRICT

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

AUGUST 21, 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: September 18, 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 August 2024 Docket of Claims. Attachment 4A
 - 4B **MOTION** to approve the August 2024 Payroll Docket. Attachment 4B
 - 4C **MOTION** to approve the July 2024 Treasurer's Report. Attachment 4C
 - 4D **MOTION** to approve the Minutes of the August 2024 Meeting. Attachment 4D
 - 4E **MOTION** to approve the following pool adjustment:
Acct #4941 - \$34.38
 - 4F **MOTION** to approve the following leak adjustment:
Acct #220 - \$164.30
5. **Administrator's Report**
 - 5A Report: Attachment 5A
6. **Engineer's Report**
 - 6A Updates
7. **Business Report**
 - 7A Rate Discussion
 - 7B Vehicle Purchase
 - 7C **MOTION** to advertise Revised Rates Public Hearing to be held on September 18, 2024 at 3 PM.
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.

4A

1:07 PM

08/21/24

Pearlington Water & Sewer District
Docket of Claims
 As of August 21, 2024

Date	Num	Name	Memo	Paid Amount
The First - Operating Account				
07/19/2024	Draft	MS Dept of Revenue		-53.46
07/22/2024	Draft	RUS Rural Developement		-2,285.00
08/19/2024	Draft	MS Dept of Revenue		-49.64
07/19/2024	5392	Card Services UMB	Fuel, Internet,	-1,128.53
07/24/2024	5424	Brown, Mitchell & Alexander, Inc	Engineering Services	-628.00
08/21/2024	5425	USA Blue Book	Sample bottles	-254.14
08/21/2024	5426	B.E.A.R.	Field Supplies	-1,904.80
08/21/2024	5427	Specialty Hose & Fabrication Inc.	Field Supplies	-453.97
08/21/2024	5428	Wise WiFi Inc	Internet Service	-135.00
08/21/2024	5429	A-Cool	Air Conditioner at warehouse fan motor	-600.00
08/21/2024	5430	B & J Pit Stop	Oil Change for Chevy and Ford Truck	-129.56
08/21/2024	5431	Nolan Pansano	July Board Meeting	-84.00
08/21/2024	5432	Cabrina Bell	July Board Meeting	-84.00
08/21/2024	5433	Rosa Jackson	July Board Meeting	-84.00
08/21/2024	5434	Debra Sonnier	July Board Meeting	-84.00
08/21/2024	5435	John Pavlovich	July Board Meeting	-84.00
08/21/2024	5436	Canon Solutions America	Copier Maintenance	-40.38
08/21/2024	5437	Davds's Lawn & Chainsaw	Flushed tank on Generator, weedeater spring	-77.98
08/21/2024	5438	Hubbards Waveland Hardware	Field Supplies	-232.73
08/21/2024	5439	Lowes	Field Supplies	-256.91
08/21/2024	5440	ABC Rental	Trencher	-218.40
08/21/2024	5441	AnSer	Base Rate July 31 - August 27, 2024	-200.00
08/21/2024	5442	Hancock County Utility Authority	Plant Fee	-5,726.33
08/21/2024	5443	Hancock County Utility Authority		-2,113.14
08/21/2024	5444	Derek Cusick	Retainer Fee	-975.00
08/21/2024	5445	Mediacom	Bill from */09/2024 through 9/08/2024	-210.87
08/21/2024	5446	Necaise & Company, PLLC	Accounting fees	-1,345.00
08/21/2024	5447	Point One Strategies LLC	Professional Consulting Service	-2,083.33
08/21/2024	5448	TechRadium, Inc	Iris Service Fees	-632.50
08/21/2024	5449	ZB Services, LLC		-2,160.00
08/21/2024	5450	C Spire	Billing Period July 05 2024 - August 04 2024	-180.98
08/21/2024	5451	NAPA	Vehicle parts	-80.63
08/21/2024	5452	Consolidated Pipe & Supply Co.,Inc	Field Supplies	-1,134.64
08/21/2024	5453	S and L Office Supplies	Office Supplies	-63.02
08/21/2024	5454	Ditch Witch Mid South	Parts, install filter, repair black box from missing screws	-914.42
08/21/2024	5455	Brown, Mitchell & Alexander, Inc	Engineering Services	-471.00
08/21/2024	5456	Hunt's Automotive	Changed 4 Bump Stops on front and 2 bump stops on axle	-585.00
08/21/2024	5457	U S Postal Service	5 rolls of post card Stamps @ \$.56 each and 1 roll reg stamps ...	-353.00
08/21/2024	5458	Ascot	Workers' Comp Policy	-2,613.00
08/21/2024	5459	The Policy Center	Renew bond for Debra Sonnier	-132.00
08/21/2024	5460	Card Services UMB	Fuel For Vehicles, Internet, etc	-905.09
Total The First - Operating Account				-31,747.45
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				-31,747.45

4B

1:09 PM

08/21/24

Pearlington Water & Sewer District
Payroll Docket
 July 18 through August 21, 2024

	<u>Jul 18 - Aug 21, 24</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Hourly	10,909.79
Overtime (x1.5)	189.08
Sick Leave	635.92
Vacation Time	706.34
Insurance Reimbursement	363.55
Total Gross Pay	<u>12,804.68</u>
Deductions from Gross Pay	
Pre-AFLAC	-101.63
Pre-AFLAC Sup	-92.34
Total Deductions from Gross Pay	<u>-193.97</u>
Adjusted Gross Pay	12,610.71
Taxes Withheld	
Federal Withholding	-840.00
Medicare Employee	-182.86
Social Security Employee	-781.86
MS - Withholding	-320.00
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	<u>-2,124.72</u>
Deductions from Net Pay	
Insurance Correction	-80.00
MSDHS Garnishment #1	-369.26
MSDHS Garnishment #2	-417.26
Post- AFLAC	-162.00
Total Deductions from Net Pay	<u>-1,028.52</u>
Net Pay	<u><u>9,457.47</u></u>
Employer Taxes and Contributions	
Medicare Company	182.86
Social Security Company	781.86
MS - Unemployment Company	0.00
AFLAC-Dental/Vision	101.63
AFLAC-Supplemental	254.34
MS - Training Contribution	0.00
Total Employer Taxes and Contributions	<u><u>1,320.69</u></u>

4c

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

	Jul 31, 24	Jun 30, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
The First - Operating Account	238,584.04	247,003.53	-8,419.49	-3.4%
The First - SLAR Reserve	4,200.18	4,200.16	0.02	0.0%
The First - RD Debt Service	29,427.25	29,427.13	0.12	0.0%
The First- Emergency Operations	138,574.32	138,568.44	5.88	0.0%
The First - Customer Deposits	24,881.05	24,580.94	300.11	1.2%
The First - Bond & Interest Fun	27,421.17	27,421.05	0.12	0.0%
HWB CD x5258	107,702.11	104,561.33	3,140.78	3.0%
HWB CD x5260	107,702.11	104,561.33	3,140.78	3.0%
HWB CD x9629	106,114.45	106,114.45	0.00	0.0%
HWB CD x9630	106,114.45	106,114.45	0.00	0.0%
HWB CD x2113	104,652.60	104,652.60	0.00	0.0%
HWB CD x0004	104,160.48	104,160.48	0.00	0.0%
Total Checking/Savings	1,099,534.21	1,101,365.89	-1,831.68	-0.2%
Total Current Assets	1,099,534.21	1,101,365.89	-1,831.68	-0.2%
TOTAL ASSETS	1,099,534.21	1,101,365.89	-1,831.68	-0.2%
LIABILITIES & EQUITY	0.00	0.00	0.00	0.0%

4D

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

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, July 24, 2024, 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
Scott Burge, Engineer
Carolyn Wilkinson, Administrator

Chairman Pansano called the official meeting to order at 3 pm. 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: Pavlovich

Seconded: Sonnier

Ayes: All

ANNOUNCEMENTS

The date of the next regular board meeting is August 21, 2024, at 3:00 pm.

REQUEST TO SPEAK (Guest Presentation)

NONE

OLD BUSINESS

NONE

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

NEW BUSINESS

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

Moved: Bell
Seconded: Pavlovich
Ayes: All

MOTION to approve the July 2024 Payroll Docket. Attachment 4B. **PASSED.**

Moved: Bell
Seconded: Pavlovich
Ayes: All

MOTION to approve the June 2024 Treasurer's Report. Attachment 4C. **PASSED.**

Moved: Pavlovich
Seconded: Sonnier
Ayes: All

MOTION to approve the Minutes of the June 2024 Meeting. Attachment 4D. **PASSED.**

Moved: Bell
Seconded: Pavlovich
Ayes: All

MOTION to approve the following pool adjustments. **PASSED.**

- Acct.# 31 - \$45.65 (Sewer Only)
- Acct.# 72 - \$36.58 (Sewer Only)
- Acct.# 890 - \$22.03 (Sewer Only)
- Acct.# 3429 - \$40.43 (Sewer Only)

Moved: Bell
Seconded: Jackson
Ayes: All

ADMINISTRATOR'S REPORT

Discussion: Customer's Report

- [REDACTED] St. – Final Letter sent out. Account has been turned over to the Justice Court.
- [REDACTED] Rd. – Put a door hanger for home owner to call the office. Sent out a final letter. Account has been turned over to the Justice Court.
- [REDACTED] 604 – Alternate route for install due to the boring being very expensive on Hwy 604. Waiting for Neil Schafer with Compton to send us the map pages before we can dig the water line.

4D

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

Discussion: Vehicle Report

- No trucks are available to be donated to us at this time. We need to buy a truck.

Discussion: Field Report

- Locating water & sewer valves.
- Repaired broken water line on 9th Ave.

Discussion: Hydrant Maintenance

- Maintenance on valves and weedeated 157 hydrants.

Discussion: Billing Update

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

ENGINEER'S REPORT

Discussion: Oak Harbor Update

- Filed with PSC to start inspections and due diligence.

Discussion: Outfall Project

- Closed out with DEQ

BUSINESS REPORT

Discussion: Ty will start searching for a truck and will let the check signers know when we/if we're ready to purchase. We are looking for a used truck as approved by the Board with a final price of less than \$20,000.

Discussion: Rate Discussion

- Ty presented a rate analysis to the Board. The current rates are not sufficient to support the District's operations. The Board would like to review the following options:
 - A reduction in the minimum usage from 4,000 gallons to 2,000 gallons,
 - an increase in the rate per 1,000 over the minimum and
 - an increase to the monthly minimum fee of either \$5 or \$10.

ATTORNEY'S REPORT

NONE

BOARD MEMBERS' REPORTS

NONE

EXECUTIVE SESSION

NONE

4D

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

ADJOURNMENT

MOTION to adjourn the meeting @ 4:09pm. **PASSED.**

Moved: Bell

Seconded: Jackson

Ayes: All

Debra Sonnier, Secretary

Date

Administrator Board Report

Pearlington Water & Sewer District

Date 8/21/24

Customers Report

- [REDACTED] 604 – Alternate route for install. Boring is very expensive on Hwy 604. Waiting on Neil Shafer with Compton to send us the map pages before we can dig the water line.
- [REDACTED] Street turned off for non-payment. He has went back on his well said he is not paying water bill..

Vehicles Report

Equipment Report

- Vac Trailer to Ditch Witch in Pearl, MS for filter Installed and repair black box with missing screws.

Hydrant Maintenance

- Maintenance on Valves and weedeated 118 Hydrants.

Billing Update

- No payment plans at this time.
- 1 New customer has been disconnected, See above.

Field Report

- Locating water/sewer valves.
- Repaired broken water line on 9th Ave.
- Charles from Rural Water came last week to help locate valves. They located 3 valves with his equipment.