

**PEARLINGTON WATER & SEWER DISTRICT**  
**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**OCTOBER 16, 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: November 20, 2024 at 3 PM
    - Presentation of Rate Increase
2. **Public Hearing on Rate Increase (3 minutes each)**
  - 2A Please sign up to speak before the Board.
3. **Old Business**
  - 3A None
4. **New Business**
  - 4A **MOTION** to approve the September 2024 Docket of Claims. Attachment 4A
  - 4B **MOTION** to approve the September 2024 Payroll Docket. Attachment 4B
  - 4C **MOTION** to approve the August 2024 Treasurer's Report. Attachment 4C
  - 4D **MOTION** to approve a rate increase as follows:
    - Water service - \$10 flat rate increase (minimum rate per month will be \$30)
    - Sewer service - \$10 flat rate increase (minimum rate per month will be \$50)
5. **Administrator's Report**
  - 5A None
6. **Engineer's Report**
  - 6A Updates
7. **Business Report**
  - 7A Budget vs Actual – Attachment 7A
  - 7B **MOTION** to approve the FY2025 budget. – Attachment 7B
8. **Attorney's Report**
  - 8A Oak Harbor Agreement
9. **Board Members' Reports**
  - 9A Chairman Report
  - 9B Other Board Member Reports

10. **Executive Session**

10A **MOTION** to enter closed session to discuss the need for an executive session.

11. **Adjournment**

11A **MOTION** to adjourn the meeting at \_\_\_\_\_ PM.

1:17 PM

10/16/24

**Pearlington Water & Sewer District**  
**Docket of Claims**  
As of October 16, 2024

4A

Date	Num	Name	Memo	Paid Amount
<b>The First - Operating Account</b>				
09/19/2024	Draft	MS Dept of Revenue	Sales tax	-53.62
09/23/2024	Draft	RUS Rural Development	Debt service payment	-2,285.00
10/03/2024	5491	Larry Acker.	Repair to Dodge Ram	-400.00
10/16/2024	5492	Hubbards Waveland Hardware	Field Supplies	-414.23
10/16/2024	5493	NAPA	Parts for vehicles	-159.16
10/16/2024	5494	Consolidated Pipe & Supply Co., Inc	Field Supplies	-1,080.05
10/16/2024	5495	Bay Motor Winding	Pumps, Float Wire,	-5,398.50
10/16/2024	5496	Davds's Lawn & Chainsaw	Repair Generator	-140.83
10/16/2024	5497	Wise WiFi Inc	Internet Service	-135.00
10/16/2024	5498	Canon Solutions America	Copier Maintenance	-40.21
10/16/2024	5499	AnSer	Base Rate September 25 to October 22, 24	-375.74
10/16/2024	5500	FLI LLC	Installed S-tank at 15315 Hwy 90	-2,300.00
10/16/2024	5501	Sea Coast Echo Newspaper	Newspaper article for Public Notice on Meeting	-110.00
10/16/2024	5502	Hancock County Utility Authority	Water Service	-2,148.32
10/16/2024	5503	Hancock County Utility Authority	Plant Fee	-4,604.37
10/16/2024	5504	Mediacom	Bill from 10/9/24 through 11/08/24	-222.03
10/16/2024	5505	Necaise & Company, PLLC	Accounting Fee	-1,480.00
10/16/2024	5506	Point One Strategies LLC	Professional Consulting Services	-2,083.33
10/16/2024	5507	ZB Services, LLC	September Monthly fees	-2,700.00
10/16/2024	5508	Derek Cusick	Retainer Fee	-1,162.50
10/16/2024	5509	S and L Office Supplies	Office supplies	-86.55
10/16/2024	5510	Lowes	Field Supplies	-729.82
10/16/2024	5511	C Spire	Billing period September 05, 2024 thru October ...	-176.04
10/16/2024	5512	ABC Rental	Trencher	-218.40
10/16/2024	5513	Hunt's Automotive	water pump, thermostat, hose assembly	-879.22
10/16/2024	5514	Brown, Mitchell & Alexander, Inc	Engineering Services	-863.50
10/16/2024	5515	U S Postal Service	6 rolls post card stamps \$.56 each	-336.00
10/16/2024	5516	Card Services UMB	Fuel, Internet, Phones	-575.15
Total The First - Operating Account				-31,157.57
<b>The First - SLAR Reserve</b>				
Total The First - SLAR Reserve				
<b>The First - RD Debt Service</b>				
Total The First - RD Debt Service				
<b>The First- Emergency Operations</b>				
Total The First- Emergency Operations				
<b>The First - Customer Deposits</b>				
Total The First - Customer Deposits				
<b>The First - Bond &amp; Interest Fun</b>				
Total The First - Bond & Interest Fun				
<b>TOTAL</b>				<b>-31,157.57</b>

1:46 PM

10/16/24

**Pearlington Water & Sewer District**  
**Payroll Docket**  
September 19 through October 16, 2024

4B

	Sep 19 - Oct 16, 24
Employee Wages, Taxes and Adjustments	
Gross Pay	11,874.68
Deductions from Gross Pay	-130.96
Adjusted Gross Pay	11,743.72
Taxes Withheld	
Federal Withholding	-739.00
Medicare Employee	-170.28
Social Security Employee	-728.12
MS - Withholding	-310.00
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-1,947.40
Deductions from Net Pay	-990.54
Net Pay	8,805.78
Employer Taxes and Contributions	
Medicare Company	170.28
Social Security Company	728.12
MS - Unemployment Company	0.00
AFLAC-Dental/Vision	74.11
AFLAC-Supplemental	195.87
MS - Training Contribution	0.00
Total Employer Taxes and Contributions	1,168.38

4C

**Pearlington Water & Sewer District**  
**Treasurer Report**  
November 2023

	Sep 30, 24	Aug 31, 24	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
The First - Operating Account	186,447.52	202,704.67	-16,257.15	-8.0%
The First - SLAR Reserve	4,200.16	4,200.19	-0.03	0.0%
The First - RD Debt Service	29,427.12	29,427.33	-0.21	0.0%
The First- Emergency Operations	138,585.90	138,580.59	5.31	0.0%
The First - Customer Deposits	25,180.96	24,981.13	199.83	0.8%
The First - Bond & Interest Fun	27,421.05	27,421.24	-0.19	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	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%
<b>Total Checking/Savings</b>	<b>1,047,708.91</b>	<b>1,063,761.35</b>	<b>-16,052.44</b>	<b>-1.5%</b>
<b>Total Current Assets</b>	<b>1,047,708.91</b>	<b>1,063,761.35</b>	<b>-16,052.44</b>	<b>-1.5%</b>
<b>TOTAL ASSETS</b>	<b>1,047,708.91</b>	<b>1,063,761.35</b>	<b>-16,052.44</b>	<b>-1.5%</b>
<b>LIABILITIES &amp; EQUITY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

## TASKS

7

### PWSD Business Report

#### ☐ Budget vs Actual

The District is under budget by \$12,000 for FY2024, this is mostly because of the CD ladder we've been using.

#### ☐ Procurement Card

The state changed its procurement card vendor to USA Bank. We were without a card for about three weeks, but everything is back in working order. I was able to get John a card as well.

#### ☐ Compliance Issues

We are monitoring two accounts.

1. Cedar Drive - The tank had water in our last inspection. It had not had usage for months so we are going to monitor one more month to see why it happened. The house has no water or power, no well and no hose.

2. Maple Drive - Our water meter lock was cut and we replaced the lock. Staff was advised to call the Sheriff's department and file charges for theft of water the next time it happens. This house has also been vacant for months.

#### ☐ Working with Consultant (Jackson)

I talked with Mr. Bobinger about the plan for the 2025 legislative session. We will focus on the remainder of the funds needed for the retention line in Oak Harbor. This will give us the last remaining piece to convert the Oak Harbor well to a backup for Pearlington.

#### ☐ FY2025 Budget

The budget presented reflects the projected rate increase and cost increases discussed in previous meetings.

1:42 PM

10/16/24

Cash Basis

7A

**Pearlington Water & Sewer District**  
**Profit & Loss Budget vs. Actual**  
 October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Operating Revenues	435,871.05	440,000.00	-4,128.95	99.1%
<b>Total Income</b>	435,871.05	440,000.00	-4,128.95	99.1%
<b>Gross Profit</b>	435,871.05	440,000.00	-4,128.95	99.1%
<b>Expense</b>				
Salary Budget Items	174,490.58	182,581.00	-8,090.42	95.6%
Utilities Budget Items	13,466.72	11,000.00	2,466.72	122.4%
Insurance Expense	27,584.78	23,000.00	4,584.78	119.9%
Office Budget Items	13,889.57	11,000.00	2,889.57	126.3%
Repairs and Maintenance	66,980.98	65,000.00	1,980.98	103.0%
Outside Services	31,731.71	34,000.00	-2,268.29	93.3%
Vehicle Expense	13,871.85	9,000.00	4,871.85	154.1%
Water Quality Fee	2,107.28	2,000.00	107.28	105.4%
Commlssloner's Fees	6,048.00	6,300.00	-252.00	96.0%
Professional Fees	71,815.10	79,400.00	-7,584.90	90.4%
Water Purchase	22,547.76	19,500.00	3,047.76	115.6%
Sewer Treatment Costs	80,556.36	59,000.00	21,556.36	136.5%
<b>Total Expense</b>	525,090.69	501,781.00	23,309.69	104.6%
<b>Net Ordinary Income</b>	-89,219.64	-61,781.00	-27,438.64	144.4%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Sales Tax Discount	12.57	0.00	12.57	100.0%
Other Income	0.00	0.00	0.00	0.0%
Interest Income	11,065.49	1,000.00	10,065.49	1,106.5%
<b>Total Other Income</b>	11,078.06	1,000.00	10,078.06	1,107.8%
<b>Other Expense</b>				
Interest / Debt Service	27,420.00	28,000.00	-580.00	97.9%
Capital Expenditures	1,160.00	30,000.00	-28,840.00	3.9%
<b>Total Other Expense</b>	28,580.00	58,000.00	-29,420.00	49.3%
<b>Net Other Income</b>	-17,501.94	-57,000.00	39,498.06	30.7%
<b>Net Income</b>	-106,721.58	-118,781.00	12,059.42	89.8%

**Pearlington Water & Sewer District**  
**Fiscal Year: 10/1/2024 - 9/30/2025**  
**Operating Budget**

<b>FY2025 (original)</b>
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	<i>Current</i>		<i>Amended</i>	
	<i>Budget</i>	<i>Adjustments</i>	<i>Budget</i>	
Water & Sewer Charges	435,000	116,400	551,400	(1)
Late Charges	5,000	-	5,000	
Transfer in from Prior Year Surplus	118,781	(118,781)	-	
<i>Total Income</i>	<u>450,000</u>	<u>(2,381)</u>	<u>556,400</u>	
<b>Operating Expenses</b>				
Personnel Costs:				
Wages	169,701	9,309	179,009	(2)
Overtime	4,000	(2,000)	2,000	
Medical Reimbursements	8,880	(3,840)	5,040	
Retirement	-	-	-	
Utilities	11,000	2,000	13,000	
Insurance	23,000	4,000	27,000	
Office Expense	11,000	2,500	13,500	
Repairs & Maintenance	65,000	-	65,000	(3)
Outside Services	34,000	-	34,000	
Truck Cost	9,000	4,500	13,500	
Water Quality Test	2,000	-	2,000	
Director's Pay	6,300	-	6,300	
Professional Services	79,400	14,000	93,400	(4)
Water Purchase	19,500	-	19,500	
Sewer Collection Cost	-	9,000	9,000	
Sewer Treatment Cost	59,000	-	59,000	
<i>Total Expenses</i>	<u>417,935</u>	<u>39,469</u>	<u>541,249</u>	
<b>Cash Inflows from Operations</b>	<u>32,065</u>	<u>(41,850)</u>	<u>15,151</u>	
<b>Other Income:</b>				
Interest Income	1,000	-	12,000	
<b>Capital &amp; Debt Expenditures:</b>				
Equipment Purchase	30,000	(30,000)	-	(5)
RUS Debt Payments	28,000	-	28,000	
Design & Engineering	-	-	-	
<i>Total Nonoperating Spending</i>	<u>33,000</u>	<u>(30,000)</u>	<u>28,000</u>	
<b>Surplus/(Deficit)</b>	<u>65</u>	<u>(71,850)</u>	<u>(849)</u>	