

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

January 15, 2020

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, the 15th of January 2020 in the Pearlington Recovery Center.

In Attendance:

Absent:

James Lamy, Chairman
Cabrina Bell, Vice Chairman
Rosa Jackson, Commissioner
John Pavlovich, Commissioner
James Bennett, Commissioner
Zoe Bowers, PSWD Operator
Ty Necaise, CPA
Michael Haas, Attorney
Scott Burge

Chairman Lamy called the official meeting to order at 5:03 p.m. Pledge of Allegiance was said, followed by a moment of silent.

Amendment to Agenda –None.

Agenda – Motion was made by Commissioner Bell, seconded by Commissioner Jackson to accept amended agenda as presented. (Attachment 1D). **Motion Passed 100%**.

Date of the next regular monthly meeting: February 19, 2020.

REQUEST TO SPEAK (Guest Presentation)- N/A

OLD BUSINESS

- **Tabled:** HCUA turnover of PWSD Infrastructure.
- **Tabled:** Policy amendment for account adjustments related to meter malfunctions.
- Operator Zoe Bowers stated the meter from 5404 11th Avenue, that was sent to the manufacturer to be checked and came back with no problems. Operator Zoe stated the entire unit was sent, not just the head, to make sure nothing was overlooked. Now PWSD needs to see if our adjustment policy needs to be amended. After discussion the Board decided that PWSD will keep its current policy as is and review it again at future meetings if necessary.

NEW BUSINESS

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve the January 2020 Docket of Claims. (Attachment 4A). **Motion Passed 100%**.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve the December 2019 Treasurer’s Report (Attachment 4B). **Motion passed 100%**.

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- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve the December 2019 regular meeting. (Attachment 4C). **Motion Passed 100%.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett for leak adjustments on the following accounts. **Acct.# 53 \$16.87, and \$11.53 water. Motion Passed 100%.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich to approve purchase of new office phones up to \$500.00 total. (Attachment 4E). **Motion passed 100%.**
- **Discussion:** Operator Zoe stated that a PWSD customer is wanting to extend his business and the number of connections to our system and called wanting to know if PWSD can supply him water. Zoe brought up the fact that PWSD doesn't currently have a subdivision or expansion policy that requires developers to meet PWSD specs when adding new service locations. After discussion the Board decided that Attorney Mike Haas will write a policy and provide it to Engineer Burge for review. The policy will be presented for approval at a later meeting.

OPERATOR'S REPORT

- **Discussion:** No further discussion.

ENGINEER REPORT

- **Discussion:** Engineer Burge stated he has a meeting with DEQ on 01/14/20 to discuss the BP Projects and get more guidance on what DEQ is looking for from our submission on Oak Harbor.

CPA REPORT

- **Discussion:** CPA Necaise gave the budget vs actual report and stated things are a little tight right now due to various expenditures being prepaid plus a new copier was purchased and the Board had extra meetings, etc. This should even out down the line and fall in place within the yearly budget. The 1st quarter is usually off due to prepaid/yearly purchases. (Attachment 7A).
- **Discussion:** CPA Necaise stated audit information is up to date and is being given to the CPA.

ATTORNEY'S REPORT

- **Discussion:** Attorney Haas asked if the CD's are being monitored to insure PWSD has the adequate funding for operation. Per CPA Necaise they are up to date and he is keeping up with the renewals. CPA Necaise stated he will not do any withdrawals at this time because he wants to allow more interest to accumulate due to new rate we are now getting.
- **Discussion:** Commissioner Jackson asked the Attorney to look again at the 7th avenue problem because the occupants are still in the home. It has been suggested we find out from the new owner when they are moving out.
- **Discussion:** The Board suggested the Operator make a report of all homeowners who have been shut off and are still living in the house.
- **Discussion:** Attorney stated he will not be attending the next board meeting his daughter Caroline will be present.

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BOARD MEMBER REPORTS

- **Discussion:** Chairman Lamy was not present at the last meeting. Lamy was elected Vice Chairman of HCUA. He stated HCUA is having solar panels installed on all treatment plants and it is not costing HCUA anything. After seven (7) years, HCUA should get a return. Chairman Lamy is wanting some input from the board members on some questions he can put on Director Pitalo's Evaluation. It has been suggested we would like to get more accountability from Director and better resolutions to problems. Lamy stated he was talking with Hancock Water & Sewer District concerning BP funds being used to pay off the SRF Loan. Per CPA Necaise the BP funds must be used on new projects.

OTHER BOARD MEMEBER REPORT -None.

EXECUTIVE SESSION-None

ADJUORNMENT

Motion was made by Commissioner Jackson, seconded by Commissioner Bell, to adjourn the meeting @ 6:40 p.m. **Motion Passed 100%**. Motion withdrawn @6:41p.m. by Commissioner Jackson.

ELECTION OF OFFICERS

Motion was made by Commissioner Jackson, seconded by Commissioner Bell to turn meeting over to Attorney Haas for the purpose of electing officers for the calendar year 2020. Commissioner Jackson Nominated Jimmy Lamy for Chairman seconded by Commissioner Bell. Jimmy Lamy stated he would accept the position. **Nomination was accepted 100%**.

Commissioner Jackson nominated Cabrina Bell for Vice Chairman, seconded by Commissioner Bennett. Cabrina Bell stated she will accept position. **Nomination accepted 100%**.

Commissioner Bell nominated Rosa Jackson for Secretary-Treasurer, seconded by Commissioner Lamy. Rosa Jackson accepted the position. **Nomination accepted 100%**.

Motion to adjourn meeting made by Commissioner Bell, seconded by Commissioner Bennett @ 6:43 p.m. **Motion passed 100%**.

Rosa Jackson, Secretary/Treasurer

James Lamy, Chairman