

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

February 20, 2019

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, February 20, 2019 in the Pearlington Recovery Center.

In Attendance:

Absent:

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

Vice Chairman Bell called the official meeting to order at 5:03 P.M. The Pledge of Allegiance was said, followed by a moment of silent reflection. Chairman Lamy assumed the chair at 5:15 P.M. (Attachment 1A).

AMENDMENT TO AGENDA

- **None (1C)**

AGENDA

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Bell, to accept amended agenda as presented. (Attachment 1D). **Motion passed.**

REQUEST TO SPEAK (Guest Presentation)

- **None (2A)**

OLD BUSINESS

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to accept the January 2019 regular Board Meeting Minutes (Attachment 3A). **Motion passed.**
- **Discussion**-Update on appointment of Ms. Cabrina Bell: Per Attorney Haas, Commissioner Bell has been reappointed to the Board for a five-year term (Attachment 3B).
- **Discussion**-Update on lawsuit against customer who damaged District equipment: Attorney Haas stated that a court date has been set for April 10, 2019 at 9:00 A.M. Attorney Haas also stated that David Patilo has agreed to go to court to represent PWSD. Attorney Haas stated he is also going to see if the Health Department will also represent PWSD due to raw sewage that was running in the ditch (Attachment 3C).

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NEW BUSINESS

- Date of the next regular monthly meeting was announced as March 20, 2019, at 5:00 P.M. at the Pearlinton Recovery Center.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve leak adjustment on account 148 for \$325.94. Documentation was presented (Attachment 4B). **Motion passed.**
- **Motion** made by Commissioner Jackson, seconded by Commissioner Bennett to approve the February 2019 Docket of Claims (Attachment 4B). **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve the February 2018 Treasurer's Report (Attachment 4C). **Motion passed.**
- **Discussion**-Personnel salary increases: CPA Necaize was waiting on a study of salaries being compiled by county and it is still not complete. CPA Necaize stated he did a phone survey and was able to get salaries of other entities in the area and the bench mark amounts for certified employees. Will discuss in executive session (Attachment 4D).
- **Motion** made Commissioner Jackson, seconded by Commissioner Pavlovich, to declare two (2) cellular phones as 'zero- value' and surplus the items (Attachment 4E). **Motion passed.**

OPERATOR'S REPORT

- Operator Zoe stated PWSD has two (2) new installs pending. Operator Zoe needs to get signatures on the Security Bond Ability and Emergency Response Papers.
- **Motion** by Commissioner Jackson, seconded by Commissioner Pavlovich, to accept PWSD Security Bond Ability papers. **Motion passed.**
- **Motion** made by Commissioner Bennett, seconded by Commissioner Pavlovich, to accept PWSD Emergency Response Papers (Attachment 5A). **Motion passed.**

ENGINEER REPORT

- Engineer Burge stated he has made a few phone calls and he will reach out to General Manager Lee Purvis to discuss the purchase of Oak Harbor. Chairman Lamy mentioned HCU has been working with Chris Wallace with DEQ and there are two (2) new projects coming up. One in Hancock county with funding of about 3 million dollars. Engineer Burge will reach out to General Manager Lee Purvis to start a conversation about Oak Harbor. CPA Necaize stated he was hoping we could secure about a 50% grant for the Oak Harbor Project but that is not going to happen at this time. Chairman asked if we should reach out to Chris Wallace. Engineer Burge stated it may not hurt.
- Engineer Burge stated they should be advertising for Engineer Services and he is hopeful his company will be considered (Attachment 6A).

CPA REPORT

- CPA Necaize stated he finished the financial report for FY18 to be delivered to auditor on Monday 2/25/19. HCUA has finalized their budget. CPA Necaize stated he will now go in and increase PWSD budget and have it available for next board meeting (Attachment 7A).

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ATTORNEY’S REPORT

- Attorney Haas gave report during old business 3B and 3C (Attachment 8A).

BOARD MEMBER REPORTS

- **Chairman Report** – Mr. Lamy said HCUA stated that there are two (2) new projects that will be funded. There was also discussion of Kiln taking over their lift station. Chairman Lamy stated he feels Pearlington will be next to take over our lift station. PWSD Low to Mod expiration date is August 28,2019.
- **Other Board Member Report-** None.

EXECUTIVE SESSION

- **Motion** made by Commissioner Jackson, seconded by Commissioner Bell, to go into executive session to discuss employee raises at 6:10 P. M. All Board Members voted. **Motion Passed.**
- Motion made by Commissioner Bell, seconded by Commissioner Bennett, to come out of execution session at 6:41 P.M.
- Motion by Commissioner Jackson, seconded by Commissioner Bell, to give a bench mark raise to the employees discussed in executive session and the Chairman will put documentation in their personnel file. All Board Members voted. **Motion Passed.**

ADJOURNMENT

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Bell, to adjourn the meeting. There being no further business, the Chairman adjourned the meeting at 6:43 P.M.

Rosa Jackson, Secretary/Treasurer

James Lamy, Chairman