

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

March 21, 2018

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, March 21, 2018, in the Pearlington Recovery Center.

In Attendance:

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

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

Roll call. (*Attachment 1.B*)

Commissioner Pavlovich entered the meeting at 5:15 p.m.

Commissioner Bennett entered the meeting at 5:23 p.m.

Agenda – Motion was made by Commissioner Jackson, seconded by Commissioner Bell, to accept the agenda as presented. **Motion passed.**

REQUEST TO SPEAK (Guest Presentation)

- Letter from customer account 89 regarding balance. We have a situation that had a judgement on the property years ago. The son lives in the house, and never hooked up to the water. Used the well on property. Sewer was in use but never paid bill. Disconnected sewer and customer hooked water up illegally. No adjustment can be made to the account. Offer customer a payment plan not to exceed 12 months.

OLD BUSINESS

- **Motion** was made by Commissioner Jackson, to approve minutes of the February 21, 2018 meeting seconded by Commissioner Bell to approve the minutes. **Motion passed.**
- Revision to policy 2.6 for adjustments to customers' accounts was tabled with no action.
- The Board had a discussion about the dress code and appearance policy. The Board requested that Mr. Necaise present a revised policy at the next meeting. No action was taken.

NEW BUSINESS

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- Date of the next regular monthly meeting was announced as April 18, 2018, at 5:00 p.m. at the Pearlinton Recovery Center.
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to accept the March 2018 Docket of Claims. (*Attachment 4B*) **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Jackson, to accept the February 2018 Treasurer's Report. (*Attachment 4.C*) **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to authorize Commissioner Pavlovich to attend board member training. (attachment 4D) **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to authorize account 741 for a leak adjustment in the amount of \$1,362.52. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize account 96 for a leak adjustment in the amount of \$76.70. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize account 506 for a leak adjustment in the amount of \$132.90. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to authorize account 61 for a leak adjustment in the amount of \$100.30. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize account 8201 for a leak adjustment in the amount of \$303.45. **Motion passed.**

OPERATOR'S REPORT

- When account 742 was installed by HCUA the water was never hooked up, but the S-tank was installed. The customer is now asking who is responsible to hook up water from the meter to house. The Board advised the Operator that the customer has to pay to install the water line to the house.
- Account 602 Results: Meter was tested and was found without defects. Ms. Bowers recommended we explore a new policy that authorizes us to charge customers for out-of-pocket costs due to their negligence. We will give the customer ample warning. The Board suggested the staff draft a policy to be Board approved.
- Increased cost due to customer negligence: The Board discussed having panels where customer could not turn alarms off. Results: If the customer fails to contact us they could get charged for damages incurred by the District. Ms. Bowers will determine if we can relocate the alarm switch and prevent customers from turning the switch off.

ENGINEER REPORT

- Oak Harbor Update- Mr. Burge gave an update on his progress and recommended the Board decide how it would like to proceed. Mr. Necaise is in discussions with a grant person. USDA will give us funding that will be 45% grant and 55% loan, but we would like at least 75% grant funds. If we pursue this action it will take several months, and maybe up to a year, to finalize the funding. No action was taken at this time.

CPA REPORT

- Mr. Necaise presented the year-to-date budget. The district's financials are better than projected and are currently showing a surplus. No action was taken.

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ATTORNEY'S REPORT

- Mr. Haas is working on a letter to the AG. He is gathering more information to write letter and will forward his draft to Mr. Lamy and Mr. Necaïse for review.
- Commissioner Bell's term expred February 2018. A letter needs to be sent to the Board of Supervisors to request her reappointed. Rosa Jackson's term is up February 2019. James Bennett's term is up February 2020.

BOARD MEMBER REPORTS

- Chairman Report – Mr. Lamy discussed the most recent HCUA meeting. There were 'basically' no changes, except that Bay St Louis and Waveland were told they need to buy water.

EXECUTIVE SESSION

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Jackson, to go into executive session to discuss legal matters. With all Commissioners voting in the affirmative: **Motion passed.** Executive Session entered at 6:28 p.m.
- Motion was made by Commissioner Jackson, seconded by Commissioner Bennett, to leave executive session. **Motion passed** Executive Session ended at 7:11 p.m.
- No action was taken in executive session.

ADJOURNMENT

Motion was made by Commissioner Bennett, seconded by Commissioner Jackson, to adjourn the meeting.

There being no further business, the Chairman adjourned the meeting at 7:12.m.

Rosa Jackson, Secretary/Treasurer

James Lamy, Chairman