

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

**APRIL 9, 2020**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Thursday April 9, 2020 via Tele-Conference due to Covid-19.

In Attendance via Tele-Conference:

James Lamy, Chairman

John Pavlovich, Commissioner

James Bennett, Commissioner

Scott Burge, Engineer

Cabrina Bell, Vice Chairman

Rosa Jackson, Commissioner

Mike Haas, Attorney

Zoe Bowers, PSWD Operator

Ty Necaize, CPA

Please note: The meeting was made public by telephone speaker in the District office and the conference information was published for anyone wishing to dial into the meeting.

Chairman Lamy called the official meeting to order at 5:00 p.m. Roll call was followed by the Pledge of Allegiance and a moment of silent. (Attachment 1A)

The Chairman read the rules for Tele-conference. (Attachment 1C).

**Amendment to Agenda- None**

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

Date of the next regular monthly meeting: May 20, 2020

**REQUEST TO SPEAK (Guest Presentation)**

Not accepted during this meeting.

**OLD BUSINESS**

Tabled: HCUA turnover of PWSO Infrastructure. (3A).

Tabled: Policy amendment for account adjustments related to meter malfunction. (3B)

Tabled: Extension (Subdivision) policy. (3C).

Tabled: Audit update. (3D).

**NEW BUSINESS**

- **Motion** was made by Commissioner Bell, seconded by Commissioner Pavlovich, to ratify the March 2020 Docket of Claims. (Attachment 4A). **Motion Passed 100%**.
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve April 2020 Docket of Claims. **(Attachment 4B). Motion passed 100%**.

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- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett for leak adjustments on the following accounts. **Acct# 114-\$28.28, Acct# 251 \$64.74, Acct# 255 \$68.48-(meter issue), Acct# 805 \$10.97, Acct# 57 \$67.20. Motion Passed 100%.**
- **Motion** was made by Commissioner Jackson, seconded Commissioner Pavlovich to approve pool adjustment (for sewer only) for the following account: **Acct# 31 \$39.27. Motion Passed 100%.**
- **Discussion:** Board members thought on Covid-19 policies for the District whether changes should be made to current operations. **Motion** was made by Commission Jackson, seconded by Commissioner Pavlovich, to send out IRIS message to all customers stating the office window is closed and payments will be accepted via the drop box. PWSD office can accept exact cash only, check, or money order. Receipts will be mailed to all customers. This is temporary to reduce exposure to Covid-19.
- **Motion** was made by Commissioner Pavlovich, seconded by Commissioner Jackson, to declare District emergency to authorize the Chairman, or co-Chairman if he is unavailable , to exercise executive authority to approve checks, to change employee schedules as needed, to authorize expenditures not to exceed the budget. However, customer account adjustments can only be approved in District meeting. **Motion Passed 100%.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to abide by MS Public Service Commission on no disconnection of utilities during the Covid-19 pandemic. **Motion Passed 100%**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell to waive the \$10.00 late penalty during the pandemic until May 18,2020. **Motion Passed 100%**  
**Discussion- Faulty meters** PWSD currently has 34 Faulty meters and Operator Zoe has been in touch with RG3 concerning faulty meters. Operator Zoe stated that RG3 is coming on 4/14/2020 to read and trouble shoot faulty meters.  
**Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to authorize office personnel to give customers a flat rate bill until the faulty meters are replaced. (4E). **Motion Passed 100%.**

**OPERATOR'S REPORT**

- Operator Zoe stated that the District had one (1) new install at camp on Levee St.
- She also had to purchase a new Inverter for the truck and had it hard wired so equipment would be secure for transfer. (5A).

**ENGINEER REPORT**

- Engineer Burge stated that his office revisited the Go Mesa application for the Oak Harbor project to see if any changes is needed before resubmittal.
- Attorney Haas expressed that he feels more funding is becoming available for infrastructure and recommends that PWSD approves Engineer Burge to resubmit the Oak Harbor Project.
- Chairman Lamy asked when the work will start on the Pate Bayou project. Engineer Burge responded saying it is with DEQ waiting on approval and funding.

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**CPA REPORT**

- No report.

**ATTORNEY'S REPORT**

- No report.

**BOARD MEMBER REPORTS**

- No report.

**EXECUTIVE SESSION**

- None

**ADJOURNMENT**

**Motion** was made by Commissioner Jackson, seconded by Commissioner Bell to adjourn the meeting @ 6:21 p.m. **Motion Passed 100%.**

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Rosa Jackson, Secretary/Treasurer

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James Lamy, Chairman