

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

April 18, 2018

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, April 18, 2018, in the Pearlington Recovery Center.

In Attendance:

Cabrina Bell, Vice Chairman
James Bennett, Commissioner
Rosa Jackson, Commissioner
Denise Wilkinson, Commissioner
Zoe Bretzius-Bowers, PWSD Operator
Ty Necaise, CPA
Michael Haas, Attorney

Absent:

James Lamy, Chairman

Vice Chairman Bell called the official meeting to order at 5:00 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

Agenda

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

Request to Speak (Guest Presentation)

- **Mr. Taylor** – Asked if PWSD was a 501(c)3 or for-profit entity that received a benefit from the recent tax cuts, and if the residents of Pearlington would receive a benefit from the tax cut. He was advised that the District is a government entity and does not pay income tax.

OLD BUSINESS

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Jackson, to approve the March 21, 2018, Board Meeting Minutes. (*Attachment 3.A*) **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to table revision to policy 2.6 for adjustment to customers' accounts (attachment 3B). **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to table discussion about dress code and appearance policy. **Motion passed.**

NEW BUSINESS

- Date of the next regular monthly meeting was announced as May 16, 2018, at 5:00 p.m. at the Pearlington Recovery Center.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve the docket of claims for April 2018. (*Attachment 4.B*) **Motion passed.**

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- **Motion** was made by Commissioner Bennett, seconded by Commissioner Jackson, to accept the March 2018 Treasurer's Report. (*Attachment 4.C*) **Motion passed.**

The following adjustments were reviewed and investigated by the Office Manager and Operator and are recommended for approval.

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich to approve a leak adjustment of \$126.84 for account 7430. **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve a leak adjustment of \$83.26 for account 272. **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve a leak adjustment of \$101.63 for account 332. **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve a leak adjustment of \$59.26 for account 4244. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve a pool adjustment of \$11.77 for account 750. **Motion passed.**

OPERATOR REPORT

- Ms. Bowers would like to create policy to charge customers for repetitive callouts. The Board advised her to research the cost to the District and to draft a policy to present for approval.
- Ms. Bowers reported that the New Consumer Competency Report (CCR) will be published in May via the newspaper, Website or direct mail to each customer.

ENGINEER Report

- **Oak Harbor Project-** The project is currently on hold waiting for grant money.

CPA REPORT (TY NECAISE)

- **Budget vs Actual Report** –Mr. Necaise presented and discussed the Budget vs Actual Report. (*Attachment 7.A*)
- Mr. Necaise updated the Board on changes to the billing cycle. The office staff will send letters to Book 20 customers to notify them that all bills will be mailed on the first of each month and are due on the 15th or the Monday following, if the 15th falls on a weekend.

ATTORNEY REPORT

- Mr. Haas reported that the Attorney General Opinion Request has been sent and felt the AG will respond soon. He also talked to HCUA's attorney regarding the conflict with the water system, and the need to resolve the issue.

BOARD MEMBER REPORT

- Chairman Report – None
- Other Board Member Reports – None

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EXECUTIVE SESSION

- None

ADJOURMENT

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

There being no further business, the Vice Chairman adjourned the meeting at 6:01 p.m.

Rosa Jackson, Secretary/Treasurer

James Lamy, Chairman