

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

June 20, 2018

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, May 16, 2018, in the Pearlington Recovery Center.

In Attendance:

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

Absent:

Cabrina Bell, Vice Chairman

Chairman Lamy 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)

- **None**

OLD BUSINESS

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve the minutes of the May 16, 2018 meeting. *(Attachment 3.A)* **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Jackson, to approve revised policy 2.6 regarding adjustments to customer accounts (attachment 3B). **Motion passed.**
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to approve a revised dress code policy, section 3.4 of the employee handbook. **Motion passed.**
- Discussion: IRIS System – This is an automated system that would allow the District to notify customers via email, text or telephone. The system can be used to alert customers to boil water notices, delinquent accounts, etc. Per our current customer count, the cost would be approximately \$632.50 a year.

NEW BUSINESS

- Date of the next regular monthly meeting was announced as JULY 18, 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 June 2018. *(Attachment 4.B)* **Motion passed.**

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

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

OPERATOR REPORT

- Discussion: District employees discovered a water theft and property damage issue. The Sheriff's department was notified and is currently investigating. The damage is estimated to be approximately \$1,500. The Board will be updated on the status of the investigation.
- Discussion: Water meters are coming up on 10 years of age and will likely need to be replaced. The cost would be around \$35,000 to \$90,000 to replace all meters. The Board requested the Operator start a conversation with RG3 about replacing all meters and keep the Board up-to-date.

ENGINEER'S REPORT

- NONE

CPA REPORT (TY NECAISE)

- Discussion: Budget vs Actual Report was presented. The budget workshop will be in July or August and the approval of the budget is expected to be in September.
- Discussion: Audit Update. All paperwork for the audit has been sent to the auditor.
- Discussion: The Board discussed whether or not uniform shirts would be a good use of District funds. The Board differed to the CPA to purchase the shirts as they are within the current budget.
- Discussion: The Board discussed Oak Harbor, and whether or not we should inquire about the possibility of getting a grant writer. They requested the CPA get more information about cost and availability.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve the following pool adjustments account 004 for \$6.99 and account 733 for \$30.88. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to approve the leak adjustment for account 293 for \$25.92. **Motion passed.**
- Discussion: Diamondhead Water & Sewer District has a request for salary info on our employees, but not names, just a general range of information. We will provide the information and request a copy of the report from Diamondhead when the study is complete.

ATTORNEY REPORT

- Mr. Haas is attempting to contact Harrison County Utility Authority to get documentation regarding the minimum fee they charge to their member entities. He is hoping to get something in writing and will update the Board of his progress.

BOARD MEMBER REPORT

- Chairman Report: HCUA Activity: Mr Lamy requested the HCUA put every possible expense into their budget so we can get a true reflection of their financial condition. He also requested the Pearlington Board examine the cost of our lift station and look into adding it to our budget. The only

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

way he can foresee agreeing to take over the lift station is if HCUA leases it to us, and the District directly pays for the costs. The District does not want to pay HCUA to maintain the lift station.

- Other Board Member Reports – None

EXECUTIVE SESSION

- None

ADJOURNMENT

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

There being no further business, the Chairman adjourned the meeting at 6:46 p.m.

Rosa Jackson, Secretary/Treasurer

James Lamy, Chairman