

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

June 28, 2017

Due to the threat of severe weather, the June meeting of the Pearlington Water and Sewer District Board of Commissioners scheduled for June 21, 2017, was rescheduled for June 28, 2017. Notification of the change of meeting date was provided in accordance with applicable regulations.

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, June 28, 2017, in the Pearlington Recovery Center.

In Attendance:

Absent:

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

Chairman Lamy called the official meeting to order at 5:02 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

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

Request to Speak (Guest Presentation)

Ms. Yates – Ms. Yates addressed the Board regarding the delay in the installation of her sewer system. The PWSD Operator explained that weather and the contractor’s schedule were the reason the installation had not yet occurred.

A. Garner Russell & Associates, Inc. – Mr. Scott Burge presented information regarding the Pearlington and Port Hydraulic Model Project. As the needed information has been expeditiously provided, the project is progressing well. Inter-connection of the systems appears to be beneficial to both parties. The study will continue.

OLD BUSINESS

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the May 17, 2017, Board Meeting Minutes. (*Attachment 3.A*) **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to amend the minutes of the April 19, 2017, special meeting. (*Attachment 3.B*) **Motion passed.**

NEW BUSINESS

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

- **Motion** was made by Commissioner Wilkinson, seconded by Commissioner Bell, to approve the docket of claims for June 2017. (*Attachment 4.A*) **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to accept the May 2017 Treasurer's Report. (*Attachment 4.B*) **Motion passed.**
- Date of the next regular monthly meeting was announced as July 19, 2017, at 5:00 p.m. at the Pearlington Recovery Center.

BOARD MEMBER REPORTS

Chairman Report

Mr. Lamy reported on the HCUA activity. He corrected a statement made at the May PWSD meeting: representatives from Stennis Space Center are investigating the possibility of sending their wastewater to the HCUA facility on Texas Flat Road, not the Pearlington facility. Data is being reviewed and a proposal is being prepared for Stennis Space Center regarding a cost for the wastewater service provided by HCUA.

Concern was expressed by PWSD commissioners about the deterioration of the Pearlington water tank. Money is not currently being budgeted by HCUA for tank repairs and repainting. Without budgeting for future tank maintenance, HCUA may be forced to implement an increase in water rates to offset the costs of tank repairs/painting.

Mr. Lamy explained that the results of city elections may have an impact on the HCUA Board. A couple of members of the HCUA Board are likely to change based upon their newly elected positions.

CPA REPORT (TY NECAISE)

- Mr. Necaise presented an amendment to the 2017 budget. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the amended budget for fiscal year 2017. (*Attachment 6.A*) **Motion passed.**
- **Budget vs Actual Report** –Mr. Necaise presented and discussed the Budget vs Actual Report. (*Attachment 6.B*)
- The Governor's Proclamation designating July 3, 2017, as a holiday was presented for Board consideration. (*Attachment 6.C*) **Motion** was made by Chairman Lamy to accept the proclamation of the Governor to designate July 3, 2017 as a holiday for the PWSD technicians. **Motion** failed for lack of a second.
- Mr. Necaise presented and discussed a new proposal from Necaise & Company, PLLC. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to accept the new proposal from Necaise & Company, PLLC. (*Attachment 6.D*) **Motion passed.**
- A presentation was made by Mr. Necaise regarding an employee retirement plan.
- Mr. Necaise brought to the Board's attention 3 customers involved in cross-connections and/or water theft. Also discussed were customers with delinquent accounts. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize the Board Attorney to seek judgements against delinquent accounts and cross-connection violations. **Motion passed.**

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- **Customer account adjustments** – A past billing occurred on a property that did not have service. The amount needs to be removed from the books. **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to authorize Mr. Necaize to remove from receivable the erroneously billed amount. **Motion passed.** Account #735 asked for an adjustment to their sewer bill for water that was used watering grass and such. The adjustment would be \$78.40. **Motion was made by Commissioner Jackson, seconded by Commissioner Bell,** to approve adjustment to account #735 in the amount of \$78.40 for water used that did not enter the sewer system. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve Mr. Necaize for additional service work on the Port Analysis and the Policy Manual. **Motion passed.**

OPERATOR REPORT

Ms. Bowers stated that a contractor from American Darling Valve and Fire Hydrant came into the district and changed the defective 2 ¼ brass nozzles on all of the fire hydrants. There was no cost to the district for the work done.

ATTORNEY REPORT

Mr. Haas stated that Ms. Bowers did have a previous contract. He requested the Board approve an update to reflect the new service agreement with Mr. Bowers. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize Mr. Haas to update the contract with Ms. Bowers for Operator services. **Motion passed.**

Low-mod research completed in April by Mr. Haas provided a clear definition of “low-mod.” He stated he would e-mail a copy to Board members for review.

EXECUTIVE SESSION

None

ADJOURMENT

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

There being no further business, the Chairman adjourned the meeting at 7:16 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman