

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

July 27, 2017

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, July 19, 2017, in the Pearlington Recovery Center. Required notices of the meeting were posted and published.

**In Attendance:**

James Lamy, Chairman  
Cabrina Bell, Commissioner  
James Bennett, Commissioner (arrived at 3:30 p.m.)  
Rosa Jackson, Commissioner  
Denise Wilkinson, Commissioner  
Zoe Bretzius-Bowers, PWSD General Manager  
Ty Necaise, CPA  
Michael Haas, Attorney (exited meeting at 5:11 p.m.)

**Absent:**

Chairman Lamy called the official meeting to order at 3:38 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

Roll call. (*Attachment 1.B*)

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

**Request to Speak (Guest Presentation)**

None

**OLD BUSINESS**

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the July 19, 2017, Regular Board Meeting Minutes. (*Attachment 3.A*) **Motion passed.**
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson to approve the purchase of a Generac 5500 emergency generator, as requested by the PWSD Operator, at a cost of \$689.00. (*Attachment 3.B*) Discussion. **Motion passed.**

**NEW BUSINESS**

- Date of the next regular monthly meeting was announced as August 16, 2017, at 5:00 p.m. at the Pearlington Recovery Center. Commissioner Bell announced that she would not be present on that date.

**BOARD MEMBER REPORTS**

**Chairman Report**

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- Chairman Lamy informed the PWSD Board members that Josh DeSalvo will remain on the HCUA Board in a new position. He is being appointed by Mayor Mike Favre to sit on the board.
- Mr. Lamy discussed Account #799. The request for service for the account presented a need for procedural clarification due to the nature of the sale of the property. **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson to table the item. Discussion. **Motion to table was withdrawn** by Commissioner Bell. **Motion** was made by Commissioner Wilkinson, seconded by Commissioner Bennett, to ratify the Lo-Mod Installation for Account #799. **Motion passed** with Commissioners Lamy, Bennett, and Wilkinson voting “Aye,” Commissioner Jackson voting “Nay,” and Commissioner Bell abstaining.
- **Motion** was made by Chairman Lamy, seconded by Commissioner Jackson, to authorize PWSD Board Attorney Mike Haas to research “lease-to-own” regarding Lo-Mod Installation regulations to assist in development of effective policy. **Motion passed.**

**CPA REPORT (TY NECAISE)**

- Mr. Necaie presented a customer request to make a partial payment for delinquent Account #452. Discussion. The Board concurred that the delinquent account must be paid in full.

**OPERATOR REPORT**

- Ms. Bowers reported on the status of new installs. (*Attachment 7.A*) She also provided an update on the American Darling Fire Hydrant project. (*Attachment 7.B*)

**ENGINEER REPORT**

None

**ATTORNEY REPORT**

- Mr. Haas presented a revised contract for ZB Services, LLC. (*Attachment 9.A*) Mr. Necaie indicated additional revisions to the contract were needed. **Motion** was made by Chairman Lamy to table approval of the contract to allow Board member review. **Motion passed.**
- Mr. Haas requested the item on cross-connected and delinquent customers be tabled until the next meeting.

**EXECUTIVE SESSION**

**Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to enter into executive session for the purpose of discussing hiring personnel. **Motion** passed with Commissioners Lamy, Bell, Bennett, Jackson, and Wilkinson voting “Aye.”

Executive Session entered at 4:52 p.m.

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**Motion** was made by Commissioner Jackson, seconded by Commissioner Bell to exit executive session. **Motion** passed with Commissioners Lamy, Bell, Bennett, Jackson, and Wilkinson voting "Aye."

Executive Session ended 5:23 p.m.

**NEW BUSINESS** (continued)

**Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to create a new personnel position of Office Assistant, permanent, part-time. **Motion passed.**

**Motion** was made by Commissioner Bennett, seconded by Commissioner Bell, to authorize the posting of the position of Office Assistant, the collection of resumes, the interviewing of applicants by Mr. Necaie and Mrs. C. Wilkinson. **Motion passed.**

**Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to establish a pay range of \$10.00 to \$12.00 per hour for the new Office Assistant position, to be finalized by the Board upon recommendation of Mr. Necaie and Mrs. C. Wilkinson. **Motion passed.**

**ADJOURMENT**

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

There being no further business, the Chairman adjourned the meeting at 5:27 p.m.

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Denise Wilkinson, Secretary/Treasurer

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James Lamy, Chairman