

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES

August 15, 2018

The Board of Commissioners of the Pearlinton Water and Sewer District met in official session on Wednesday, August 15, 2018, in the Pearlinton Recovery Center.

In Attendance:

Absent:

- James Lamy, Chairman
- Cabrina Bell, Commissioner
- James Bennett, Commissioner
- Rosa Jackson, Commissioner
- John Pavlovich, Commissioner
- Ty Necaise, CPA
- Michael Haas, Attorney
- Zoe Bowers, PSWD Operator
- Scott Burge

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.

Roll call Commissioner Bell joined meeting at 5:04 p.m. (*Attachment 1.B*)

Agenda – Motion was made by Commissioner Bennett, seconded by Commissioner Jackson, to accept the agenda as presented. (*Attachment 1C*) **Motion passed.**

REQUEST TO SPEAK (Guest Presentation)

None

OLD BUSINESS

- **Motion** was made by Commissioner Bennett, seconded by Commissioner Pavlovich, to accept the July 2018, Regular Board Meeting Minutes. (*Attachment 3.A*) **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett, to accept the August 1, 2018 work shop, with amendments to agenda showing July workshop. (*Attachment 3B*) **Motion Passed.**
- **RG3 Meters** was to be approved, due to ongoing discussion concerning what is fully covered; Attorney Haas suggested we have, Engineer Burge to write a contract that will be submitted to RG3 after our Attorney Haas has reviewed it outlining the requirements. No action taken. We are still needing clarification on the warranty also. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bennett for Engineer Burge to write contract for the RG3 meters and send to Attorney Haas for review. (*Attachment 3C*) **Motion Passed.**
- **RG3 Meters** was revisited due to no truck available to purchase this FY. Motion by Commissioner Jackson, seconded by Commissioner Bell to purchase the RG3 meter which must be completed by September 30, 2018. **Motion passed.**

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- **NEW BUSINESS**

- Date of the next regular monthly meeting was announced as September 19, 2018, at 5:00 p.m. at the Pearlinton Recovery Center.
- **Motion** was made by Commissioner Bennett, seconded by Commissioner Jackson, to approve docket of claims for June 2018 (Attachment 4B). **Motion passed**
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve the June 2018 Treasurer's Report (Attachment 4C). **Motion passed**

OPERATOR'S REPORT

- **Motion** to approve Pole barn failed after discussion on the low bid received from contractor. There were concerns on some of the requirements the contractor is wanting PWSD to be responsible for. Attorney Haas suggested due to these requirements, we should try to get other bids. (Attachment5A). **Motion failed.**
- **Discussion** to trade truck for replacement. Operator Zoe stated after checking the state bid list she was unable to find a Chevrolet Truck. Operator Zoe stated we must stay with Chevy if we want to use the utility bed from the old Truck. **No action Taken.** (Attachment 5B).
- **Motion** by Commissioner Jackson, seconded by Commissioner Bennett, to approve a onetime purchase of Welding Umbrellas for the field techs on company credit card. Operator Zoe stated she was unable to get response from vendors. Funds are available per CPA Necaise. (Attachment 5C). **Motion passed.**

ENGINEER REPORT

Engineer Scott Burge announced the merger between Garner Russell with Brown & Mitchell, this should take place in the next month.

CPA REPORT

- CPA Necaise presented Budget vs Actual and advised still on budget and may not end the year a surplus as hoped. Water cost may have a 30% increase next year. CPA Necaise stated we are still doing ok. (Attachment 7A).
- **Discussion** on Proposed Budget for FY2018-2019, Per CPA Necaise since we have no budget from HCUA and with us not knowing what new cost we may incur, we may want to wait before approving the budget. The Board agreed to Table FY018-2019 budget. (Attachment 7B). **Tabled.**
- **Motioned** by Commissioner Jackson, seconded by Commissioner Pavlovich to accept the FY2017 Audit as presented. (Attachment 7C). **Motion passed.**
- **Discussion** CPA Necaise will meet with grant writer to discuss the needs of the PWSD funding. Grant writer will charge 75.00 per hour and does not want to work on contingency. Chairman Lamy asked CPA Necaise if he reached out to Alexander Brandon who felt he could help PWSD find funding. CPA Necaise stated funding from Alexander was involving loans. CPA Necaise stated he will reach out to him and see if any loans were tied to grants. (Attachment 7D).

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ATTORNEY'S REPORT

- Attorney Haas stated he sent a letter to Harrison County Utility Authority regarding minimum fee for water and has not gotten a response. Engineer Burge stated there is a meeting on August 16,2018 for Harrison County Utility to discuss water fees. Attorney Haas stated he will check into it.

BOARD MEMBER REPORTS

- **Chairman Report** – Mr. Lamy gave a very detailed report on the Proposal presented by, Chairman Lamy and CPA Necaie. Chairman Lamy stated nothing has been decided but felt the meeting went well. CPA Necaie also stated he felt the time was right to do the proposal. The article in the Sea Coast Echo was very positive concerning the meeting. Chairman Lamy thanked everyone who helped with the proposal and other board members who attended.
- **Other Board Member Report-** Commissioner Bennett stated he was asked by a resident about the Fire Department drainage into the sewer system. Operator Zoe replied that we are aware of the drainage from the Fire Department and it is an ongoing discussion of what needs to be done.

- **EXECUTIVE SESSION**

None

ADJOURNMENT

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

There being no further business, the Chairman adjourned the meeting at 6:43p.m.

Rosa Jackson, Secretary/Treasurer

James Lamy, Chairman