

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

March 18, 2015

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, March 18, 2015, in the Betty Baxter Maintenance Facility. The meeting location and time were duly noticed by posting a copy in the office, at the Courthouse, and publishing the notice in the Sea Coast Echo. A copy of the notice is attached hereto.

In Attendance:

Absent:

Betty Baxter, Commissioner

Cabrina Bell, Commissioner

James Lamy, Chairman

Rosa Jackson, Commissioner

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaise, CPA

Mike Haas, Jr., Attorney

Chairman Lamy called the meeting to order at 4:00 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

**PUBLIC REQUEST TO SPEAK**

Diana Sharp – Not in attendance

Ben Taylor – Mr. Taylor expressed concern that he found it necessary to use a charcoal filter on the water coming into his home to obtain a good pot of coffee. He stated that sometimes the water smells like a lot of chlorine, other times it does not; sometimes it smells like there is alcohol in it; the taste is not good. PWSD General Manager stated that the water is tested at the designated locations each morning and each morning the chlorine levels have been at approved levels. Chairman Lamy recommended allowing the water to sit to allow the chlorine to dissipate; however, Mr. Taylor objected to that recommendation. PWSD General Manager agreed to collect a sample of the water at Mr. Taylor's meter and send it to lab for testing, with the results being provided to Mr. Taylor.

**OLD BUSINESS**

- Motion was made by Commissioner Baxter, seconded by Commissioner Bell, to approve February 18, 2015 Minutes. Motion passed.

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- Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to approve the February 2015 Docket. Motion passed.
- Motion was made by Commissioner Baxter, seconded by Commissioner Bell, to approve the February 2015 Treasurer's Report. Motion passed.

**CHAIRMAN'S REPORT**

HCUA Activity Summary:

Chairman Lamy discussed the HCUA Board meeting. Most discussed at the meeting was the issue of Bay St. Louis and Waveland entities needing to come on board regarding the purchase of water. Mr. Lamy has continued to keep the issue in the forefront by placing it in "old business." HCUA continues to lose money on water. Bay St. Louis has shown some progress toward participating, but indicated it may be five to ten years before they will "come on board fully." A fluoridation system will need to be added by HCUA to make all water systems compatible because Bay St. Louis and Waveland currently have fluoride in their water systems. Waveland continues to be fearful of the cost of participation. A workshop is planned for the HCUA Board of Directors to work toward a resolution to the continued loss of water revenue. Discussion continued among those present at the meeting, with differing views on how the problem should be resolved. Focus of the discussion was the impact upon participating entities and the inability of HCUA to remain within a reasonable budget. Commissioner Baxter suggested a letter should be sent by the PWSD Board to MDEQ requesting the Pearlington community water well, elevated tank, and other improvements be turned over to the Pearlington district. Discussion about the district's ability to maintain the well followed the suggestion. Chairman Lamy stated he would request the date of the proposed workshop, gather needed data, and work with Mr. Necaïse to prepare for the workshop.

**CPA'S REPORT (TY NECAISE) (1 Attachment)**

- Monthly Budget Report was presented by Mr. Necaïse. He emphasized budget amendments would be forthcoming because insurance costs rose associated with the new building and debt payment requirements were higher than budgeted. The PWSD General Manager was requested to seek competitive quotes for insurance.
- The Rural Water Rate Analysis was reviewed by Mr. Necaïse and he compared the information to the district's flat rate fee. Rate reduction was not deemed feasible. **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell to spread upon the minutes that the rate review was conducted and based upon the review, rates will remain where they are. Motion passed.
- Noting some inconsistencies in the Handbook, Mr. Necaïse volunteered to work with the General Manager and Commissioner Wilkinson on handbook review and revision. **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to assign Mr. Necaïse, Ms. Bretzius-Bowers, and Mrs. Wilkinson to the handbook committee and authorize them to make needed revisions to be presented to the Board for approval. Motion passed.
- Mr. Necaïse requested verbal Board approval of the procedure of preparing checks once a month for signatures to be obtained at the Board meeting. The only exceptions would be checks that needed immediate issue or have a specified deadline. Chairman Lamy voiced verbal approval.
- Hancock Medical Center continues to bill the district for the shots required for field techs. Mr. Necaïse has communicated with the hospital and was told the district only paid for one of the three shots. Each shot has an individual charge. The bill is \$640. The district will use the Health Department in the future. Mr. Necaïse asked for Board assistance in resolving the bill.

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- Mr. Necaie made a public disclosure regarding his affiliation with Diamondhead Water and Sewer District. He has recently been hired by that entity to provide financial services. He is now affiliated with Pearlington Water and Sewer District, Kiln Utility, Hancock County Water and Sewer District, and Diamondhead Water and Sewer District

**ADMINISTRATIVE REPORT (Denise Wilkinson)**

- The Construction Account has been redefined as the Customer Deposits Account. With a transfer from the Operations Account, the balance in the Customer Deposits Account is \$2400, per recommendation of Mr. Necaie.
- The First Southern Baptist Church's secretary/treasurer presented a letter of request to the Board of Commissioners to change the status of the house located at 6064 Giveans Bend from commercial to residential. It is not connected to electrical service and has not been inhabited since Hurricane Isaac. PWSD General Manager suggested that the owner call and cancel the service. **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell to change the status from commercial to residential and offer them the opportunity to request to disconnect the service. Motion passed.
- Public perception of the Pearlington Water and Sewer District was discussed. Of particular concern were recent rumors of the high costs for new installations of tanks for connection to the sewer system. PWSD General Manager mentioned addressing current fees in the CCRs. It was recommended that costs be posted in the office. The benefit to public perception of the upcoming web-site was addressed. Mr. Necaie mentioned that working with other utility entities might aid the district in keeping down installation costs.
- The impact of the Buyout Program on customers who wished to accept the buyout and rebuild in Pearlington was discussed. Consideration was given to offering impacted residents a discount toward new sewer installation. PWSD General Manager was instructed to look at actual costs and prepare to present at the next board meeting. The issue of easements was also brought forward for discussion. It was stated that easements would have to be donated by the customer because the PWSD does not have available funds to purchase easements.
- Attorney Haas had previously been asked by the Board to review the wording of the Water Ordinance and the User Agreement to see if wording need to be changed to improve customer understanding. It was determined that Mr. Haas's memo of response to the request should be addressed, as well as the issue of a possible change of fee for sewer-only customers. Sewer-only customers are in violation of the ordinance and subject to a daily fine. In addition, sewer-only customers receive the benefits of fire protection and reduced insurance premiums. Mr. Necaie suggested basing a rate on flow that the sewer-only customer is not likely to exceed and base the amount on that. Mr. Haas recommended that proposed revisions be made to all necessary documents for an increased flat rate for sewer-only customers for presentation at the next board meeting. The decision to adopt a new flat rate for sewer-only customers effectively addressed Attorney Haas's memo.

**ATTORNEY'S REPORT**

- No liens or court action is currently being conducted.
- Attorney Haas researched the possibility of having a separate category for water and sewer users for churches or non-profits and charitable type institutions. He found it is possible for the district to do that as long as it does not discriminate against anyone. The district would need to determine the rate. Commissioner Baxter recommended using the residential rate for those organizations. Mr.

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Haas agreed to draft an expansion of the term residential to include churches, non-profits, and charitable entities for approval at the next board meeting, effective October 1.

- A letter was sent to the Mississippi House and Senate Representatives, with a follow-up e-mail, by Attorney Haas regarding HCUA board members and proposed revision to allow the Chairman or his or her designee to serve on the HCUA Board.

**GENERAL MANAGER'S REPORT (1 Attachment)**

- Two water complaints are currently being addressed.
- Unaccountable water loss has dropped to 4.6%. Twelve hydrants were causing the huge losses, and every fire hydrant has been touched, lubed, and flushed.
- Two new installs are in process.
- The temporary field tech hired to fill in for an injured employee is no longer employed by the PWSD. He has been hired by Kiln Utility.

**NEW BUSINESS**

Attorney Haas submitted a statement for Special Services from 11/13/14 to 3/10/15. **Motion** by Commissioner Baxter, seconded by Commissioner Wilkinson, to pay Attorney Haas for special services rendered. Motion passed.

Date of next regular monthly meeting is April 15, 2015, at the Pearlington Recovery Center.

**EXECUTIVE SESSION**

**Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to enter into Executive Session to discuss threatened litigation. Motion passed with Commissioners Baxter, Bell, Lamy, Jackson, and Wilkinson voting "Aye." Executive Session entered at 6:05 p.m.

**Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to leave executive session. Motion passed with Commissioners Baxter, Bell, Lamy, Jackson, and Wilkinson voting "Aye." Executive Session ended at 6:24 p.m.

**NEW BUSINESS (Cont.)**

**Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to authorize Attorney Haas to send out letters and start court proceedings for delinquent accounts in Book #52. Motion passed.

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

There being no further business, the Chairman adjourned the meeting at 6:25 p.m.

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Denise Wilkinson, Secretary/Treasurer

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James Lamy, Chairman