

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

June 17, 2015

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, June 17, 2015, in the Pearlington Recovery Center.

In Attendance:

Rosa Jackson, Commissioner

James Lamy, Chairman

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaise, CPA

Mike Haas, Jr., Attorney

Absent:

Cabrina Bell, Commissioner

Chairman Lamy called the meeting to order at 4:02 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

PUBLIC REQUEST TO SPEAK

Ms D. Sharp – not in attendance

PWSD CPA Ty Necaise spoke on behalf of customers who submitted written requests for adjustments on their sewer and water bills due to leaks. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the recommendation of the PWSD General Manager to apply the one-time account adjustment to customer accounts #853 (\$96.93) and #259 (\$82.87) due to leaks, in accordance with District policy. **Motion Passed.**

OLD BUSINESS

- **Motion** was made by Commissioner Jackson, seconded by Chairman Lamy, to approve May 20, 2015 Minutes. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the June 2015 Docket. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Chairman Lamy, to approve the April 2015 Treasurer Report. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the May 2015 Treasurer Report. Discussion: Commissioner Wilkinson informed the Board of Commissioners that future treasurer reports would not include checks that had not been processed through the District's bank account. **Motion passed.**

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NEW BUSINESS

- Date of next regular monthly meeting is July 15, 2015, at the Pearlinton Recovery Center.

CHAIRMAN'S REPORT

- HCUA Activity Summary:
A workshop will be held on the HCUA budget at the end of June and a report to the PWSD Board will follow that meeting. Many options for an HCUA budget resolution have been presented and discussions will continue.
Chairman Lamy asked Supervisor Yarborough about selecting an additional board member for the PWSD. Commissioners were asked to consider recommendations of qualified persons.

BOARD MEMBER REPORTS

None

CPA's REPORT (TY NECAISE) (2 Attachments)

- Monthly Budget Report was presented. Mr. Necaie expressed his concern about the RUS payment amounts and is planning to investigate. The Board needs to prepare for amendments to the budget in October.
- Budget Committee Updates: The Budget Committee was unable to meet because one of the committee members was not available.
- Handbook Updates: The committee is reorganizing the handbook. New items will be included to address ethics and professionalism. The handbook should be ready for implementation in October.
- Mr. Necaie presented a rate comparison schedule for the Board's information.
- Mr. Necaie requested a motion that would authorize him to be an administrator for the Hancock Bank Credit Card, enabling him to request fee waivers and card issuances for Board members. **Motion** was made by Commissioner Jackson, seconded by Chairman Lamy, to amend the May 2015 minutes to give Ty Necaie the authority to be an administrator of the credit card account of Hancock Bank and to request the waiver for the annual fee. **Motion passed.**
- Website creation was discussed by Mr. Necaie and several options were presented for the address. **Motion** was made by Commissioner Jackson, seconded by Chairman Lamy, to authorize Mr. Necaie investigate the availability of pwsd.ms.gov as the website address, and if that address is unavailable he is authorized to investigate the availability of pwsddistrict.org.

GENERAL MANAGER'S REPORT (1 Attachment)

Operations:

- PWSD General Manager stated that it was another good month regarding unaccountable water loss. The loss went up slightly due to two leaking fire hydrants which have since been fixed. The District currently has in its possession 68 step tanks available for use. In the past month, two new accounts have been opened. The average number of active customers has been averaging 467. Credit card usage is staying steady at 23 per month. Some card users are concerned about the usage fee of \$3.50.

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- Chairman Lamy asked PWSD General Manager about the previously discussed issue of seeking grants. He requested that some research occur into capital improvements that might be impacted by potential grants. **Motion** was made by Chairman Lamy, seconded by Commissioner Jackson, to authorize PWSD General Manager to contact Seymour Engineering to discuss potential projects and general estimates. **Motion passed.**
- Attorney Haas brought up the issues of water tank ownership and a previous sewer contract that was not fulfilled. He felt that research into previous contracts was needed. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to authorize Attorney Haas to research the existing contracts for water and sewer with Hancock County Utility Authority regarding potential litigation. **Motion passed.**

ATTORNEY’S REPORT

- There are currently no liens or court action to address regarding delinquent customers.
- **Motion** was made by Chairman Lamy, seconded by Commissioner Jackson, to authorize Attorney Haas to research the legality of PWSD cutting off the sewer service to customers who are refusing to pay their bill. **Motion passed.**

EXECUTIVE SESSION

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to go into executive session to discuss personnel matters. **Motion passed** with Commissioners Lamy, Jackson, and Wilkinson voting “Aye.” Executive Session entered at 5:31. p.m.
- **Motion** was made by Commissioner Wilkinson, seconded by Commissioner Jackson, to leave executive session. **Motion passed** with Commissioners Lamy, Jackson, and Wilkinson voting “Aye.” Executive Session ended at 5:52 p. m.
- The Board announced that no action had been taken in executive session.

ADJOURNMENT

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

There being no further business, the Chairman adjourned the meeting at 5:54 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman