

**PEARLINGTON WATER & SEWER DISTRICT
MONTHLY MEETING
AUGUST 20, 2014**

<i>PRINTED NAME</i>	<i>SIGNED NAME</i>	<i>ADDRESS</i>
Betty Baxter	Betty Baxter	
Ty Necaize	Ty Necaize	
Steve Fricks	Steve Fricks	
Michael Hays	Michael Hays	
Cabrina Bell	Cabrina Bell	

11:05 AM

PEARLINGTON WATER & SEWER DISTRICT
Board of Commissioners
Regular Scheduled Monthly Meeting
Wednesday, August 20, 2014
AGENDA

CALL TO ORDER/WELCOME/ROLL CALL

- Welcome /Pledge of Allegiance/ Moment of Silent Reflection

OLD BUSINESS (5 minutes) (all motions)

- Approval of July 16, 2014 Minutes *B/Boss*
- Approval of July 2014 Docket *R/Bell*
- Approval of July, 2014 Treasurer Report *Bell/Rosa*
- Request for Cash # 42, July 2014 M&O \$23,369.30 *Bell/Rosa*
- CHAIRMAN REPORT (10 Minutes) 4:08**
- HCUA Activity *Steve Seymour not com w/ agenda*
- Elbert Walters Resignation (motion) *BB/LAMY*
- Clarification of Overtime Pay for call-outs (from last meeting) (discuss or table) *Taller BB/LAMY*
- CPA REPORT (Ty Necaise) (15 Minutes) 4:16 4:20**
- Monthly Budget Report
- FY15 - Presentation of Budget for approval (motion to accept) *defn to review session*

ADMINISTRATIVE REPORT (10 Minutes) 4:16 to 4:26

- Employee Handbook Revisions (motion) *BB/Bell*
- Revision to SOP 2014-9 Cell Phone Policy (discuss & motion) *revised BB/Rosa*
- Equipment III RD Purchase
- Remove Elbert Walters as authorized signee of bank accounts and add Cabrina Bell as authorized signee. Authorized signee's are James Lamy, Betty Baxter, and Cabrina Bell. (motion) *BB/Rosa*

ATTORNEY REPORT (10 Minutes) 4:26 to 4:44

- Liens & Court *2 judgments*
- Other *Book 51 - gave to Mike to authorize check for 5 - to take to court & file legal notes on demand*

B&B FIELD REPORT (10 Minutes) 4:44

- Equipment List II Purchases - **IPADS purchased & returned**
- Operators Report
- Maintenance/Installation Activities *cc 14 + 14 + 14 7 new pay plan*
- Customer Complaints

NEW BUSINESS (10 Minutes)

Date of next regular monthly meeting (September 17, 2014)

PUBLIC REQUEST TO SPEAK

EXECUTIVE SESSION *BB/Rosa Present session 4:52*

ADJOURNMENT

B/Rosa 5:30 out.

motion B/R to approve 2015 FY Budget

BB/Rosa to split the USDA RD Operng Budget for 2015 FY to Walter Dillas Jan RD442-7

Agenda 20140820 w comments

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

August 20, 2014

The Pearlinton Water and Sewer Board of Hancock County, Mississippi, met in official session on Wednesday, August 20, 2014, in the Pearlinton Community Center.

In Attendance:

James Lamy, Chairman
Betty Baxter, Commissioner
Cabrina Bell, Commissioner
Rosa Jackson, Commissioner
Zoe Bretzius-Bowers, Gen. Mgr
Ty Necaise, CPA
Mike Haas, Attorney

Absent:

The Chairman called the meeting to order at 4:05 p.m. The Pledge of Allegiance was said followed by a moment of silent reflection.

OLD BUSINESS

- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve July 16, 2014 minutes. Motion was approved.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to accept the July, 2014 docket. Motion was approved.
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to accept the July, 2014 Treasurer Report. Motion was approved.
- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve Rural Development Request for Cash # 42 – July 2014 M&O for \$23,369.30. Motion was approved.

CHAIRMAN REPORT

- **HCUA Activity:**
 - Steve Seymour will replace David Yarborough on the HCUA Board
 - Budget workshop will be held August 26, 2014, starting at 4:30 p.m. at the Northern Treatment Plant
 - Chairman presented a recommended manpower document for treatment plants. Commissioner Baxter requested the Chairman to try and find the source of the document.
 - The districts over/under funds were obligated to support several special projects.
- **Motion** was made by Commissioner Baxter, seconded by Chairman Lamy, to accept with regrets the resignation of Elbert Walters as Commissioner. Motion was approved.

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

- **Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to table the Clarification of Overtime pay for call-outs. Motion was approved. This was brought up at the July, 2014 meeting and deferred to the August meeting.

CPA REPORT (Ty Necaise)

- Monthly budget report (Att. D) was presented and reviewed.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Lamy, to spread on the minutes, a Board Attendance Per Diem Log (Att. A) to be used to verify attendance and payment of per diem for attendance at meetings. Motion was approved.
- Request was made by the CPA to defer the presentation of the final FY15 budget for approval until after executive session in order to finalize a personnel issue.

ADMINISTRATIVE REPORT

- **Motion** was made by Commissioner Baxter, seconded by Commissioner Bell, to approve revisions to the Employee Handbook. Motion was approved.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to approve SOP 2014-9 Cell Phone Policy. Motion was approved.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to remove Elbert Walters as authorized signee of bank accounts and to approve Commissioners Baxter, Bell, and Lamy as authorized signee's of bank accounts. Motion was approved.
- The vacuum excavator trailer, funded by Rural Development, has been ordered and should arrive first week in September.
- Commissioner Baxter and Ty Necaise recommended that it would be wise to use some of the reserve funds to purchase Certificates of Deposit. Specific recommendations will be brought before the Commissioners at the next meeting.

ATTORNEY REPORT

- Attorney Haas presented two delinquent accounts before the court and was awarded judgment by the court.
- Discussion was held regarding accounts of Book 51. These were accounts that had delinquent charges and were deceased, renters, foreclosures, etc.
- **Motion** was made by Commissioner Baxter, seconded by Commissioner Jackson, to authorize the attorney to review the list to determine if any of the accounts could be taken to court or if we were able to file a legal motion on the estate of the deceased. Motion was approved

B&B FIELD REPORT

- Ditch witch Vac Trailer to be delivered first week of September.

PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING MINUTES

- Purchase of the IPADs are still pending
- Fourteen (14) customers utilized the credit card payment method in July.
- Seven (7) new payment agreements have been signed.

NEW BUSINESS

- Date of next regular meeting is September 17,, 2014.

PUBLIC REQUEST TO SPEAK

- None

EXECUTIVE SESSION

Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to go into executive session to discuss personnel. Motion was approved with Commissioners Lamy, Baxter, Bell, and Jackson voting yea. Executive session was entered at 4:52 p.m.

Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to exit Executive session. Motion was approved and General session was resumed at 5:30 p.m.

GENERAL SESSION:

Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to approve the 2015 Fiscal Year Budget (Att. B). Motion was approved.

Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to submit the USDA-RD Form RD 442-7 PWSD Operating Budget for 2015 Fiscal Year (Att. C) to Walter Dillon, Rural Development in Hattiesburg, MS., as required by the Loan agreement with RD. Motion was approved.

Motion was made by Commissioner Baxter, seconded by Commissioner Jackson, to adjourn the meeting. Motion was unanimously approved

There being no further business, the Chairman adjourned the meeting at 5:32 p.m.


Betty Baxter, Secretary/Treasurer


James Lamy, Chairman