

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

September 16, 2015

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, September 16, 2015, in the Pearlington Recovery Center.

In Attendance:

James Lamy, Chairman

Rosa Jackson, Commissioner

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaize, CPA

Mike Haas, Jr., Attorney

Absent:

Cabrina Bell, Commissioner

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.

Chairman Lamy addressed the fact that a continuation of the recessed August 19th meeting did not occur due to the failure of the Hancock County Utility Authority to adopt a budget. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to amend the August 19, 2015, meeting minutes to reflect that the meeting was adjourned, not recessed. **Motion passed.**

OLD BUSINESS

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve August 15, 2015, Minutes. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the September 2015 Docket. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the August 2015 Treasurer Report. **Motion passed.**
- Ms. Nancy Depreo of Seymour Engineering was scheduled to address the Board. However, she was unable to attend. PWSD General Manager stated that Ms. Depreo's findings would be sent as a report to Chairman Lamy.

NEW BUSINESS

Date of next regular monthly meeting is October 21, 2015, at the Pearlington Recovery Center.

PUBLIC REQUEST TO SPEAK

- Anthony Vernaci presented a letter written by Mrs. Vernaci to the Board for review. The letter was read to the Board by Chairman Lamy. The letter referenced an incident between Mrs. Vernaci and a

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

PWSD employee. The matter was referred to Executive Session as a personnel matter. Additionally, Mr. Vernaci expressed concern that his water meter appeared to be broken. He added that he would contact the office regarding the matter.

CHAIRMAN'S REPORT

- HCUA Activity
HCUA conducted its budget meeting. Chairman Lamy singularly opposed the budget presented for approval. Waveland and Bay St. Louis are not buying the required minimum amounts of water. Hancock County Water and Sewer District and Pearlington Water and Sewer District each buy 100% of their water from HCUA. Kiln's district is refusing to buy any more water because of the situation with Bay St. Louis and Waveland. HCUA made minor budget cuts and set the water rate at \$1.00 per 1,000 gallons for the upcoming fiscal year. Forbearance was granted on the SRF loan.
- Attorney Haas explained that any amendments to the PWSD water service agreement require the Board to submit those to the USDA RUS under approved projects.

BOARD MEMBER REPORTS

Commissioner Wilkinson, Board Treasurer, requested approval for a one-time transfer from Operations to Bond & Interest to insure full funding of loan payment and to cease monthly one-to-one account transfers. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve a one-time transfer of from Operations to Bond & Interest to insure full funding of loan payment by bringing the reserve fund up to \$27,420.00. **Motion passed.**

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

- Consideration of the proposed 2016 Budget was moved to the end of the meeting, following executive session.
- Monthly Budget Report was presented for Board review.
- Mr. Necaïse reported to the Board that the Oak Harbor sewer and water utility service is now his client. The attorney acting on behalf of the owner of the Oak Harbor district offered to the PWSD their certificated area for approximately \$157,000. There are currently about 63 active customers in that area. The area has the potential to increase up to 190 customers. Ms. Nancy Depreo is prepared to conduct an asset appraisal on the existing system at a cost of about \$8,000. She will address the Board next month and provide a quote for Board consideration.
- Mr. Necaïse requested Board approval to move the accounting system into a server that would allow him to work from his office. He felt the move would improve the efficiency and effectiveness of his services. The cost would be about \$50.00 a month, and the server would be secure. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve establishment of a remote hosting system for the PWSD accounting software at a cost of approximately \$50.00 a month. **Motion passed.**
- The PWSD website is officially under construction.
- The CDs owned by the PWSD District are coming up for renewal. Appreciable interest is accruing on those accounts.

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

- Mr. Necaie requested permission to order checks from an online company at a cost of \$172.00. The same amount of checks ordered from the bank would cost about \$300.00. Commissioners Jackson and Wilkinson expressed concern over security. It was decided that the checks would be purchased through Hancock Bank.

GENERAL MANAGER'S REPORT (2 Attachments)

Operations:

- PWSD General Manager submitted an Operations Status Report for Board Review.

ATTORNEY'S REPORT (1 Attachment)

- There were no liens or court actions to report.
- Attorney Haas presented to the Board a water ordinance revision designed to clarify the policy. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the proposed revision to the PWSD Water Ordinance and authorize publication of the changes in the local newspaper. **Motion passed.**

EXECUTIVE SESSION

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to enter into executive session to discuss personnel matters and possible litigation. **Motion passed** with Commissioners Lamy, Jackson, and Wilkinson voting "Aye." Commissioner Bell was absent. Executive Session entered at 5:19 p.m.

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to leave executive session. **Motion passed** with Commissioners Lamy, Jackson, and Wilkinson voting "Aye." Commissioner Bell was absent. Executive Session ended at 6:12 p.m.

NEW BUSINESS (Cont.)

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to authorize Attorney Haas to send a letter to the Hancock County Utility Authority informing the entity that the PWSD will need to get approval from USDA RUS to amend the district's contract with HCUA, and to contact HCUA to obtain financial information necessary to evaluate the cost of operation of the Pearlinton water well. **Motion passed.**

The proposed budget was presented to the Board by Ty Necaie, PWSD CPA.

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve amendment of the PWSD contract with Zoe Bretzius-Bowers for \$3150.00 a month, effective October 1, 2015. **Motion passed.**

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

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve an increase in gallons of water permitted for usage within the minimum monthly fee from 2,000 gallons to 4,000 gallons, effective October 1, 2015. **Motion passed.**

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the proposed change of office hours from 8:00 – 4:00 Monday through Friday to 8:00-5:00 Monday through Thursday. **Motion passed.**

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the proposed PWSD budget as amended. **Motion passed.**

ADJOURNMENT

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

There being no further business, the Chairman adjourned the meeting at 7:11 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman