

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

October 21, 2015

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, October 21, 2015, in the Pearlington Recovery Center.

In Attendance:

Absent:

James Lamy, Chairman

Cabrina Bell, Commissioner

Rosa Jackson, Commissioner

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaize, CPA

Carolyn Haas, 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

Fred Hoth – not present

Jon Collins – Mr. Collins requested access to the minutes of the PWSD Board meeting of September 16, 2015, and the letter that was submitted to the Board during the Public Request to Speak. The PWSD general manager provided a Request for Information form for Mr. Collins to complete and submit to the PWSD office.

OLD BUSINESS

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve September 16, 2015, Minutes. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the October 2015 Docket. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the September 2015 Treasurer Report. **Motion passed.**
- Ms. Nancy Depreo of Seymour Engineering made a slide presentation to the Board of the steps to follow to obtain funding for a well through the Drinking Water State Improvement Revolving Loan Fund. As of October, \$20,000,000 was made available with partial principal forgiveness and with a very low interest rate. The benefits of partnering with the Hancock County Port and Harbor Commission for system improvements were explained. Mr. Ashley Edwards, Executive Director of the Port and Harbor Commission, spoke to the Board via cell phone to express support for a joint

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improvement project. A meeting was planned to initiate conversation about ways the entities can work together to the benefit of all.

NEW BUSINESS

Date of next regular monthly meeting is November 18, 2015, at the Pearlington Recovery Center.

CHAIRMAN'S REPORT

- HCUA Activity
Bryan Griffith from Dewberry made a presentation to HCUA, and he is to present a proposal on the Restore Money and BP and what his company is going to be able to do for the utility company.

Representing PWSD, Attorney Haas sent a letter to HCUA to obtain financial information necessary to evaluate the cost of operation of the Pearlington water well. The letter was not well received. The requested information was sent to PWSD regarding the cost of operation; however, it is perceived that the figures may need to be corrected/adjusted. Source documents for the stated costs may need to be obtained.

BOARD MEMBER REPORTS

None

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

- Oak Harbor – PWSD CPA Ty Necaise discussed the Oak Harbor Project and the Seymour Engineering quote for the appraisal of the Oak Harbor system. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the authorization for Seymour Engineering to complete an appraisal of the infrastructure of the Oak Harbor system at a cost of \$8,000.00. **Motion passed.**
- The Year-end Financial Report was presented for Board review.
- The final, approved 2016 Budget was presented to the Board.
- Mr. Necaise explained the PWSD website remains under construction. The website, with the pay app, should be completed within a couple of weeks.
- The 2014 Audit is 99% complete. Mr. Necaise requested Board direction on obtaining proposals for professional services for future audits. The Board authorized him to obtain proposals from 3 firms.
- Mr. Necaise spoke on behalf of a customer (Account #59) who submitted a written request for an adjustment on their sewer and water bill due to a leak. **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 account #59 (\$86.48) due to a leak, in accordance with District policy. **Motion Passed.**
- Mr. Necaise spoke on behalf of a customer (Account #617) who requested an adjustment to his sewer bill due to his use of water to pressure-wash his house. No action was taken on the request.

GENERAL MANAGER'S REPORT (2 Attachments)

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Operations:

- PWSD General Manager submitted an Operations Status Report for Board Review.
- The approved increase in gallons of water permitted for usage within the minimum monthly fee from 2,000 gallons to 4,000 gallons was well-received by the customers.

ATTORNEY'S REPORT

- There were no liens or court actions to report.
- Mr. Haas did send a letter to USDA about the change in the agreement with HCUA. No response has been received from USDA.
- Notice was placed in the Sea Coast Echo regarding the increase in allowed water from 2000 gallons to 4000 gallons.

EXECUTIVE SESSION

- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to enter into executive session to discuss personnel matters and possible litigation. **Motion passed** with Commissioners Lamy, Bell, Jackson, and Wilkinson voting "Aye." Executive Session entered at 5:34 p.m.
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to leave executive session. **Motion passed** with Commissioners Lamy, Bell, Jackson, and Wilkinson voting "Aye." Executive Session ended at 5:57 p.m.

NEW BUSINESS (Cont.)

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to change the current full-time technician position to a part-time position. **Motion passed.**

ADJOURNMENT

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

There being no further business, the Chairman adjourned the meeting at 5:59 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman