

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

April 20, 2016

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, April 20, 2016, 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 Necaise, CPA

Michael Haas, Attorney

Chairman Lamy called the meeting to order at 5:00 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

**PUBLIC REQUEST TO SPEAK**

None

**OLD BUSINESS**

- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve the March 22, 2016, Board Meeting Minutes. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the April 2016 Docket. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve the March 2016 Treasurer's Report. **Motion passed.**

**NEW BUSINESS**

Date of next regular monthly meeting was announced as May 18, 2016, at the Pearlington Recovery Center.

**CHAIRMAN'S REPORT**

**HCUA Activity-** Chairman Lamy was unable to attend the March HCUA meeting due to illness. David Pitalo, executive director of HCUA, called Mr. Lamy and informed him that Kiln is looking at buying a majority of their water from HCUA at \$.85 per 1,000 gallons with a 3-year commitment. That rate

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

would apply to PWSD as well. With 3 entities buying water, there would be a surplus that would allow HCUA to decrease the rate from \$1.00 to \$.85 for all of the participating utility districts.

Mr. Pitalo reported to Chairman Lamy that he and Josh DeSalvo of Hancock County Water and Sewer District spoke with MDEQ regarding the SRF Loan which is coming due. They asked if 2/3 payment would meet the loan obligation because the customer base throughout the county is lower now than it was in 2005. The matter is being taken under consideration.

Chairman Lamy stated he spoke with Betty Baxter regarding collaboration with Port and Harbor Commission. He addressed the Board about possibly sending a letter to the Port and Harbor Commission requesting to speak at a meeting. Chairman Lamy and Board CPA Ty Necaise would ask to meet with the Commission regarding certificated areas, how PWSD and the Commission could work together on a second well, or PWSD could provide water to them from a PWSD grant-based project. Ms. Depreo had not reported back to the PWSD Board about the grant information, and Chairman Lamy felt the Board should step out on its own to initiate communication with the Port and Harbor Commission. Two obstacles were noted by Mr. Necaise. The first obstacle would be the need to run lines under an area which is not certificated to PWSD. The second obstacle would be the possibility of HCUA attempting to block the project. It was felt the benefits of the grant project would be worth the effort. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to request placement of Chairman Lamy and Mr. Necaise on the Port and Harbor Commission meeting agenda. **Motion passed.**

**BOARD MEMBER REPORTS**

None

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

- Presentation of Monthly Budget Report (Profit & Loss Budget vs. Actual)  
Mr. Necaise explained that all expenses were down, meeting the mark, except for the professional fees stemming from the audits, as expected. PWSD is predicted to end the year in a surplus. Chairman Lamy discussed a possibility of a future rate reduction. Attorney Haas questioned the use of a rebate in place of a rate reduction when a sufficient surplus occurs. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize Attorney Haas to send a letter seeking the opinion of the State Attorney General regarding the distribution of surplus funds through a customer rebate. **Motion passed.**
  
- Oak Harbor Update: The cost of pipe to upgrade the Oak Harbor system is estimated to be about \$28,000. With labor, the cost could approach about \$50,000. The plant and water lines would be operated as is, and money would be expended as repairs were needed. Board members discussed the purchase cost of the Oak Harbor system compared to its actual value and potential for costly repairs. Mr. Necaise suggested that Mr. Haas send an email to Utilities Services, informing them that the PWSD has put the purchase project on hold due to consideration of the \$50,000 appraised value of the system and the district's efforts to seek additional funding sources.

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

- Update on payroll: Mr. Necaise is currently analyzing the impact of changing the part-time permanent position to a full-time permanent position with regard to approved budget.
- Water Theft Policy: Mr. Necaise explained that the PWSD employees discovered an illegal hookup of water at a meter valve to service a deck/boat launch on an otherwise empty lot on Riverside Drive. The PWSD does not have a theft policy for water. A policy needs to be drafted for approval. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize Attorney Haas to send a certified letter to the violator, requiring him to hook up to the system within 10 days or legal action may result. **Motion passed.** **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize PWSD General Manager to draft a Theft/Tampering Policy for water and sewer to be reviewed by the PWSD Board. **Motion passed.**

**GENERAL MANAGER'S REPORT (2 Attachments)**

Operations:

- PWSD General Manager submitted an Operations Status Report for Board review.
- She provided a list of items considered to be surplus. She noted the district also owns a piece of land that is of no use to the district. She stated that any money from sold surplus items would be applied to the project of building of a pole barn at the shop for the storage of equipment. Mr. Necaise stated that some of the items on the list should be discarded, not sold. Items purchased with grant funds would not be eligible for sale. The general manager discussed generator needs. Following discussion, it was determined that the presented items would be considered at the next regular meeting.
- The general manager explained that one business customer is exceeding the maximum of 6,000 gallons a month in sewer for the flat rate he is currently being charged. The owner's lift stations and his open lines are flowing into the PWSD step tank. PWSD addressed pump issues, rain reports, step tank cleanout, etc. It was the desire of the Board to place a meter on the line to show definitively the actual amount of the flow. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to authorize the PWSD general manager to purchase a meter to place on the business owner's line, not to exceed \$5,000. **Motion passed.**
- New installs have been requested for Belle Isle. Paperwork has been completed and bores have been done. Two neighboring homeowners came to complain about PWSD allowing the landowners to have trailers and boats on their property. The general manager stated that the property owners' association sent the landowners a letter about the items of concern. She explained to the disgruntled residents that the PWSD is not responsible for enforcement of property covenants.
- Unaccountable water loss is up. The general manager feels that some of the hydrants may be leaking. She has also been informed that the fire department may have been doing some pressure testing. Chairman Lamy asked for a follow-up report.

**ATTORNEY'S REPORT**

- There were no liens or court actions to report.

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

**EXECUTIVE SESSION**

**None**

**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 6:19 p.m.

---

Denise Wilkinson, Secretary/Treasurer

---

James Lamy, Chairman