

**PEARLINGTON WATER & SEWER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
NOVEMBER 2024**

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, November 20, 2024, in the Pearlington Recovery Center.

In Attendance:

Cabrina Bell, Chairman
John Pavlovich, Vice Chairman
Rosa Jackson, Treasurer
Debra Sonnier, Secretary
Derek Cusick, Attorney
Ty Necaise, CPA
Scott Burge, Engineer
James Lamy, General Manager

Absent:

Nolan Pansano, Commissioner

Chairman Bell called the official meeting to order at 3:00 pm. The Pledge of Allegiance was followed by a moment of silence.

APPROVAL TO THE AGENDA

MOTION to accept the agenda as presented.

Moved: Sonnier

Seconded: Jackson

Ayes: All

Results: PASSED

ANNOUNCEMENTS

The date of the next regular meeting is December 18, 2024 at 3 PM.

OLD BUSINESS

Discussion: Status of Rate Increase

- The rate increase was published in the local paper, the website was updated, first increase will be send on the December 2024 billing cards.

NEW BUSINESS

MOTION to approve the November 2024 Docket of Claims.

Moved: Pavlovich

Seconded: Sonnier

Ayes: All

Results: PASSED

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MOTION to approve the November 2024 Payroll Docket.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to approve the October 2024 Treasurer's Report.

Moved: Bell
Seconded: Sonnier
Ayes: All
Results: PASSED

MOTION to approve the August 2024 regular meeting minutes.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to approve the September 2024 regular meeting minutes.

Moved: Sonnier
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to approve the October 3, 2024 special meeting minutes.

Moved: Sonnier
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to approve the October 2024 regular meeting minutes.

Moved: Pavlovich
Seconded: Jackson
Ayes: All
Results: PASSED

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MOTION to approve the revised Organizational Chart (Appendix 5.2, Policy Manual).

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to add the General Manager as a check signer, and to remove Commissioner Pansano as a signer.

Moved: Sonnier

Seconded: Pavlovich

Ayes: All

Results: PASSED

Discussion: Christmas Party

- The 2024 Christmas Party will be held after the board meeting on December 18.

GENERAL MANAGER'S REPORT

Discussion:

- Mr. Lamy presented his report and spoke about each item (see attachments to the agenda).

Note: Items 5B and 5C were held until executive session.

MOTION to approve the 2025 Official Holiday Schedule.

Moved: Sonnier

Seconded: Jackson

Ayes: All

Results: PASSED

ENGINEER'S REPORT

Discussion:

- Mr. Burge presented the monthly Status Report (see attachments to the agenda).

BUSINESS REPORT

Discussion:

- Mr. Necaise presented the Business Report (see attachments to the agenda).

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MOTION to authorize Mr. Necaize to obtain a new procurement card for the General Manager.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to authorize Mr. Pansano to sign the MOU with the Department of Finance and Administration regarding Oak Harbor funding.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

MOTION to establish a new bank account 'DFA Account' to track the Oak Harbor funding awarded in SB 2465.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

ATTORNEY'S REPORT

NONE

BOARD MEMBERS' REPORTS

NONE

EXECUTIVE SESSION

MOTION to close the meeting to discuss the need for an executive session.

Moved: Sonnier
Seconded: Jackson
Ayes: All
Results: PASSED

MOTION to enter executive session to discuss personnel matters.

Moved: Jackson
Seconded: Pavlovich
Ayes: All
Results: PASSED

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THE BOARD TOOK THE FOLLOWING OFFICIAL ACTIONS IN EXECUTIVE SESSION:

MOTION to advertise for an Office Clerk position and to interview for the position at a rate of \$13 per hour.

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to authorize the General Manager to interview a contract operator and make a recommendation for approval to the Board.

Moved: Jackson

Seconded: Pavlovich

Ayes: All

Results: PASSED

MOTION to exit executive session.

Moved: Jackson

Seconded: Bell

Ayes: All

Results: PASSED

MOTION to exit closed session and resume the public meeting.

Moved: Bell

Seconded: Jackson

Ayes: All

Results: PASSED

ATTORNEY CUSICK ANNOUNCED THE FOLLOWING IN THE PUBLIC MEETING:

The Board first discussed personnel disciplinary matters in which no action was taken.

The Board then discussed the vacant office clerk position. A motion was made to authorize the General Manager to interview and fill the position at a rate of \$13 per hour.

The Board then discussed the need for new Operator Services. A motion was made to authorize the General Manager to interview and recommend for approval new Operator Services if he finds a suitable candidate.

No further action was taken by the Board.

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ADJOURNMENT

MOTION to recess the meeting @ 4:38 pm until November 25, 2024 at 3:00 PM.

Moved: Sonnier

Seconded: Jackson

Ayes: All

Results: PASSED

Approved in December 18, 2024 meeting

Debra Sonnier, Secretary

Date