



**Board Meeting Minutes
April 21, 2022**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on April 21, 2022 at 5:00 p.m. in the Conference Room of the Pearl River County Utility Authority at 612 Neal Road in Picayune, Mississippi. In attendance were:

BOARD:

Tabatha Butler, President	present by phone
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	present
Ernie Lovell, Director	present
Bill Burns, Director	present
Billy Spiers, Director	present
Charles "Chuck" E. Jones, Director	present

OTHER:

Cliff Diamond, Executive Director
Jessica Spiers, Bookkeeper
Heather Smith, Board Attorney
Devin Hedgepath (Dungan Engineering)

There being a quorum sufficient to transact business of the Pearl River County Utility Authority, Executive Director Cliff Diamond called the meeting to order. The following proceedings were had and done:

Approval of Consent Agenda Items:

- March 17, 2022 Minutes (Exhibit A)
- March 2022 Financial Reports (Exhibit B)
- Docket & Off-Docket Items (Exhibit C)
- Monthly Operating Reports (Exhibit D)
- Sewer Adjustment Requests (Exhibit E):
 - Carolyn Ratcliff, 4024 Driftwood Dr. Picayune, MS 39466 for \$175.20 due to yard leak
 - Millbrook Country Club, 600 Golfcourse Dr. Picayune, MS 39466 for \$697.15 due to 200,000 gallon pool refill following service.

Motion to approve by Bill Burns, seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye

Charles "Chuck" E. Jones, Director aye

The motion passed 6-0.

Public Comments: None

Engineer's Comments:

- Devin Hedgepath with Dungan Engineering discussed the status of the Wildwood Wastewater Treatment Lagoon Levee Repair. This past week they started pushing dirt. The ground was very wet and there are wetlands behind this area making progress difficult, however they are dealing with it and plan to move forward with muck out. First payout will be submitted this week to contractor MitchCo Construction, Inc. in the amount of \$24,874.43.
- Highway 11 Phase II newspaper advertisement for bid will be sent out soon. Plan to hold a pre-bid Tuesday 5/31/2022 at 10:00 AM. This will be on the June agenda. Dungan Engineering will send it to Cliff Diamond for final approval and then it will be sent to MDEQ.

Approve pay request #1 for \$24,874.43 to MitchCo Construction for the Wildwood Levee Repair Project. Motion to approve by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit F)

Authorize Dungan Engineering to advertise for Bid Highway 11 Phase 2 Sewer Utility Relocation Project. Motion by Bill Burns, seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit G)

Authorize Machado Patano PLLC to Advertise for Bids the Goodyear Boulevard Customer Service & Administration Building Project. Motion by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit H)

Executive Director's Comments:

- Cliff Diamond presented the monthly management report. No action taken. (Exhibit D)
- Inflation costs for fuel and parts are up.
- Subcontractors complaining of rising costs for set contract fees..
- Vac truck is having more issues
- Several work trucks have high mileage and we are having to repair many of them. In the next budget we will likely request the purchase of 2-3 new trucks.
- New work order system is still in testing but should be up and going soon.
- We are now fully staffed. Former employee Marshall Bryant was rehired and placed in the call-out rotation without missing a beat.
- DEQ ARPA funds discussion

Authorize Director to sign new ACH agreement with FNB (Formerly First National Bank of Picayune): Motion to approve by Billy Spiers, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit I)

For The Safety Of Authority Employees, Approve A Policy That Any Call-Outs Reported After 10:00pm Which Only Affect A Single Address May Be Responded To The Next Morning No Later Than 8:00am And The Customer Will Be Advised To Discontinue Use Of Water Until The Problem Is Resolved. Motion to approve by Bill Burns, seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye

Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit J)

Adopt Resolution Finding And Determining That The Intent Resolution Adopted By The Board Of Directors Of Pearl River County Utility Authority On The 17th Day Of March, 2022, Was Duly Published As Required By Law; That No Sufficient Protest Against The Issuance Of The Bonds Described In Said Resolution Has Been Filed By The Qualified Electors; And Authorizing The Issuance Of Said Bonds: Motion to approve by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit K)

Select the Goodyear Customer Service & Administration Building, Wildwood Lagoon Levee Repairs, and Poplarville Lagoon Levee Repair Projects To Be Funded Through The Pending Revenue Bond Issuance & Authorize Dungan Engineering To Prepare Bid Documents & Advertise For Bids the Poplarville Lagoon Levee Repair Project. Motion to approve by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit L)

Authorize (2) Payments At \$550.00 Each, For A Total Of \$1,100.00 To Pearl River Central Water Association For Water Meters At Tin Hill Orenco Sewer Plant And Wildwood Sewer Lagoon Plant And Authorize Executive Director To Sign Documents To Set Up Accounts. Motion to approve by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent

Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0. (Exhibit M)

Adjourn: Motion to adjourn by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:


Tabatha Butler, President	aye
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	aye
Ernie Lovell, Director	aye
Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye

The motion passed 6-0.

Board Member Comments: Board members Quinn Houchin and Bill Burns stated they would get back with the office on a preferred training date for the Advanced Board Training class. Once the office receives their training form and training date and location, we will register them for the class and pay for any mileage incurred for travel to and from the training course.

The meeting adjourned at approximately 5:54pm.

The next regular meeting is scheduled for Thursday May 19, 2022 at 5:00 p.m. at 612 Neal Road in Picayune, MS.



Tabatha Butler
Board President



Attest: