



**Board Meeting Minutes  
December 15, 2022 @ 5:00 PM**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on December 15, 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	absent
Ernie Lovell, Vice President	absent
Quinn Houchin, Treasurer	absent
Marcia Johnson, Director	present
Bill Burns, Director	present
Billy Spiers, Director	present
Charles "Chuck" E. Jones, Director	present

**OTHERS PRESENT:**

Cliff Diamond, Executive Director  
Devin Hedgepeth, Dungan Engineering  
John Lee, JCL Enterprises

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:**

- Approve Minutes from November 17, 2022 Board Meeting
- Approve Minutes from November 29, 2022 Special Board Meeting
- Approve Minutes from December 6, 2022 Special Board Meeting
- Acknowledge Receipt of Monthly Financial Reports: Balance Sheet, Income Statement, Income Statement Budget Comparison, Statement of Cash Flow and Cash Balance Report
- Approve Regular Docket Items & Off-Docket Items
- Acknowledge Receipt of Monthly Office Manager, Water Operations, Plant Operations, Field Operations Report, and Director's Report
- Approve Sewer Adjustment Requests:
  - Sierra Magee, 2604, Nina Drive, for \$171.55
  - William McQueary, 720 Norwood Street, for \$259.15
  - Katie Sorrells, 1406 Highway 43 North, for \$397.85

Motion to approve by Billy Spiers, seconded by Marcia Johnson. A roll call resulted in the following

votes:

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

The motion passed 4-0.  
Exhibits A, B, C, D

**Public Comments:** John Lee addressed the board to indicate his willingness to help in any way during the Director transition. No action taken.

**Engineer's Project Update:** Devin Hedgepeth gave a brief update on the schedule for Highway 11 Phase 2 Sewer Relocation Project. Construction is set to start in early January 2023. No action taken.

**Approved Dungan Invoice #8 for \$5,236.46 for Highway 11 Phase 2 Sewer Relocation Project.** (100% MDOT Reimbursement Item). Motion to approve by Billy Spiers, seconded by Bill Burns. A roll call resulted in the following votes:

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

The motion passed 4-0.  
Exhibit E

**Approve Pay Request #5 for \$78,261.00 to Wilco Construction, Inc. for the 921 Goodyear Administration Building Project.** Motion to approve by Bill Burns, seconded by Chuck Jones. A roll call resulted in the following votes:

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

The motion passed 4-0.  
Exhibit F

**Director's Comments:** Cliff Diamond discussed the recent Health Department annual water well facility inspections and reported maximum possible scores on all three facilities. No action taken.

**Accept Maintenance Responsibility for a Section of Gravity Sewer Lines & Manholes Across County Parcel #39,454.00 (H&M Investments, LLC) Immediately Following Receipt of a Formal Signed and Recorded Easement Document from H&M, and Spread a Copy of the Recorded Easement Document on the Minute Books.** Motion to approve by Bill Burns, seconded by Billy Spiers. A roll call resulted in the following votes:

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

The motion passed 4-0.  
Exhibit G

**Authorize the Executive Director to Sign Engineering Agreements with Dungan Engineering for Pending MCWI Grant Application Projects.** Motion to approve by Bill Burns, seconded by Billy Spiers. A roll call resulted in the following votes:

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

The motion passed 4-0.  
Exhibit H

**Consider Amendments to Rules & Regulations for Sewer Grinder Pump Systems.** At the request of the Executive Director, this item was tabled. No action taken.

**Approve the Reassignment of Principal 401-K Plan Advisor to Marc Maddox with ICOM Advisors due to the Retirement of Michelle Fuller.** Motion to approve by Billy Spiers, seconded by Marcia Johnson. A roll call resulted in the following votes:

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

The motion passed 4-0.

Exhibit I

**Approve Transitional Employment Agreement with Outgoing Executive Director, Cliff Diamond.**

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

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

The motion passed 4-0.

Exhibit J

**Enter Closed Session to Determine the Need for Executive Session. Motion to approve by Billy Spiers, seconded by Marcia Johnson.**

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

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

The motion passed 4-0.

**Enter Executive Session to Discuss a Personnel Matter (Executive Director Candidates).**

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

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

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

The motion passed 4-0.

**Exit Executive Session.** Motion to approve by Marcia Johnson, seconded by Billy Spiers. A roll call resulted in the following votes:

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

The motion passed 4-0.

No action was taken in Executive Session.

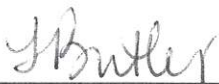
**Adjourn.** Motion to adjourn by Billy Spiers, seconded by Marcia Johnson. A roll call resulted in the following votes:

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

The motion passed 4-0.

The meeting adjourned at approximately 6:15 pm.

The next regular meeting is scheduled for Thursday, January 17, 2023 at 5:00 p.m. at 612 Neal Road in Picayune, MS.



Tabatha Butler  
Board President



Attest:  
Cliff Diamond, Executive Director