



**Pearl River County Utility Authority
Board Meeting Minutes
January 17, 2019**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on January 17, 2019 at 5:00 p.m. at the Conference Room of the Pearl River County Utility Authority at 612 Neal Road in Picayune, Mississippi. In attendance were:

BOARD:

Tabatha Butler, President
Quinn Houchin, Treasurer
Charles "Chuck" E. Jones, Director
Billy Spiers, Director
William "Bill" Burns, Director
Ernie Lovell, Director

OTHER:

Cliff Diamond, Executive Director
Jonathan Hickman, Dungan Engineering
Brooks Wallace, Dungan Engineering
Randy Burge, Director of Field Operations

PRESENT VIA TELEPHONE:

Heather Ladner, Board Attorney

Director Marcia Johnson was absent from the meeting. There being a quorum sufficient to transact business of the Pearl River County Utility Authority, Board President Tabatha Butler called the meeting to order. The following proceedings were had and done:

Approval of Board Minutes dated December 20, 2018: Motion to approve by Ernie Lovell, seconded by Quinn Houchin. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed.

Acceptance of FY 2018 Audit Report presented by Jabe Mills with TMH Accountants. Motion to accept motioned by Ernie Lovell, seconded by Quinn Houchin. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
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Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles “Chuck” E. Jones	voted	aye
Billy Spiers	voted	aye
William “Bill” Burns	voted	aye

The motion passed. (Exhibit A)

Acknowledge receipt of Financial Reports: Balance Sheet, Income Statement, Income Statement Budget Comparison, Statement of Cash Flow and Cash Balance Report. Motion to acknowledge receipt by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles “Chuck” E. Jones	voted	aye
Billy Spiers	voted	aye
William “Bill” Burns	voted	aye

The motion passed. (Exhibit B)

Approval of Regular Docket Report Items & Off-Docket Report Items. Motion to approve by Bill Burns, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles “Chuck” E. Jones	voted	aye
Billy Spiers	voted	aye
William “Bill” Burns	voted	aye

The motion passed. (Exhibit C)

Acknowledge Receipt of Engineer’s Monthly Report. Motion to acknowledge receipt by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles “Chuck” E. Jones	voted	aye
Billy Spiers	voted	aye
William “Bill” Burns	voted	aye

The motion passed. (Exhibit D)

Approve Pay Request #7 for \$20,682.00 to TL Wallace Construction, Inc. for Eagle Heights Subdivision Low Pressure Sewer System Project. Motion to approve by Ernie Lovell, seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit E)

Approve Pay Request #19 for \$120,056.17 for Picayune Sewer Rehab SRF-C280-897-04 Project. Motion to approve by Ernie Lovell, seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit F)

Acknowledge Receipt of PRCUA Management Update Report for January 12, 2019. Motion to approve by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit G)

Approve Resolution #20190117A Setting Minimum Amounts for Employee and Board Member Surety Bonds, and to Authorize Payment for Same. Motion to approve by Bill Burns, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye

William "Bill" Burns voted aye

The motion passed. (Exhibit H)

Approve Resolution #20190117B To Clarify Tap Fees are Required for all New Sewer Connections in Wildwood, Round Rock, Hunter's Trace, and New Arbor Lakes Subdivisions. Motion to approve by Ernie Lovell, seconded by Tabatha Butler. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit I)

Approve 1-year Extension of Standby Contract with Hensley R. Lee Contracting, Inc. for April 1, 2019 through March 30, 2020. Motion to approve by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit J)

Consider Sewer Fee Adjustment Requests for Lee McWilliams, Sr., 716 Cypress Lane, Picayune for \$144.00 and Kenneth McMorain, 416 N. Beech, Picayune for \$282.00. Motion to approve both requests as submitted by Billy Spiers, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit L)

Consider Resolution 20190117D Authorizing Executive Director Cliff Diamond To Review, Approve, and Sign Change Orders For The Highway 11 Widening Utility Relocation Project. Motion to approve by Bill Burns, seconded by Tabatha Butler. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit M)

Approve Board President to Sign Letter to Mississippi Department of Transportation Requesting Approval of an Increase of \$62,687.70 for Engineering Services Related to Sewer Utility Relocation Along Highway 11 For Project Number STP-2170-00 (22) Due to Additional Work Required to Address Recent Changes Made to Final MDOT Construction Drawings. Motion to approve by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed. (Exhibit N)

Board Member Comments:

Board President Tabatha Butler asked several questions related to lab testing and plant wastewater compliance challenges. Cliff Diamond indicated he would invite Clifton Hodges to the next board meeting so he can thoroughly answer questions.

There was some discussion of the possibility of hiring a highly qualified part-time employee staff accountant that could also serve as Board Secretary. No action taken.

Enter Closed Session: Director Ernie Lovell made a motion to enter closed session to determine the need for Executive Session. Motion seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed, and the board entered into Closed Session.

Enter Executive Session: Ernie Lovell made a motion to enter executive session to discuss a possible legal matter with Larry Cox. Motion seconded by Billy Spiers. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed, and the board entered into Executive Session.

Exit Executive Session: Billy Spiers made a motion to exit Executive Session. Seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed, and the board exited Executive Session.

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

Tabatha Butler	voted	aye
Marcia Johnson	absent	
Quinn Houchin	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
William "Bill" Burns	voted	aye

The motion passed, and the meeting adjourned at approximately 7:15pm.

The next regular meeting is scheduled for 5:00pm, February 21, 2019 at 612 Neal Road, Picayune, MS.

 Tabatha Butler
 Board President

 Attest: