



**Board Meeting Minutes
February 21, 2019**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on February 21, 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
Heather Ladner, Board Attorney
Jonathan Hickman, Dungan Engineering
Randy Burge, Director of Field Operations
Clifton Hodges, Wastewater Operator

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 January 17, 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.

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 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 A)

Approval of Regular Docket Report Items & Off-Docket Report Items, and check #12839 for \$1,500 to Korterra. 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 B)

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 C)

Approve Pay Request #8 for \$37,895.13 to TL Wallace Construction, Inc. for Eagle Heights Subdivision Low Pressure Sewer System Project. 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 D)

Approve Pay Request #20 for \$53,083.78 for Picayune Sewer Rehab SRF-C280-897-04 Project.

Motion to approve by Billy Spiers, 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 E)

Approve Change Order Proposal Dated February 14th, 2019 from TL Wallace for the Highway 11 Utility Relocation Project not to exceed \$35,000.00 and to Add 35 Days to the Contract Time.

Motion to approve by Tabatha Butler, 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 Operations and Executive Director's Monthly Reports. Motion 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 G)

Approve Tuition Costs of \$298.00 for Clifton Hodges and Randy Burge to attend Manager/Supervisor Training Seminar in Hattiesburg, MS on March 13, 2019. Motion to approve by Billy Spiers, seconded by Ernie Lovell. 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 H)

Approve Resolution #20190221A-1 Clarifying Standard Response Procedures for Customer Sewer Backups. Motion to approve by Billy Spiers, 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 Refund of \$79.50 From the Regular Operating Account to Kim Atkinson, 114 Browning Circle, Picayune, MS. Item was tabled for Executive Director to gather additional information.

Approve Electric Service Call Reimbursement for \$104.00 to Kathy Busco, 304 East Lakeshore Drive, Carriere, MS. Item was tabled for Executive Director to gather additional information.

Consider Final Payment and Settlement and authorize check payment of \$1,500 to Reginald Knight at 904 East 8th Street, Picayune, MS for driveway damages. Motion 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 J)

Approve Sewer Fee Adjustment Requests for: Troy Flowers, Sr. 1222 Jackson Landing Road, Picayune, MS for \$750.00 due to water leak; Cody Shiery, 2810 Nina Drive, Picayune, MS for \$177.99 due to pool fill-up; Alma Kaye Thomas, 912 Baylous, Street, Picayune, MS for \$219.00 due

to water leak. 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 K)

Board Member Comments:

Board President Tabatha Butler raised some questions regarding the Poplarville WWTF filamentous bacteria issue, the use of alum at the Picayune WWTF, and laboratory QC testing requirements.

Ernie Lovell suggested that our general liability insurance carrier be invited to attend a future board meeting for purposes of describing our current coverages.

Closed Session: Director Ernie Lovell made a motion to enter closed session to determine the need for Executive Session. Motion 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, and the board entered into Closed Session.

Executive Session: It was determined there was a need to discuss a possible legal matter with Larry Cox, and to discuss a personnel matter, so the board entered Executive Session.

Director Ernie Lovell made a leave Executive Session. Motion 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, and the board exited Executive Session.


No action taken.

Adjourn: Director Billy Spiers made a motion to adjourn, 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

Meeting adjourned at approximately 7:00pm.

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



Tabatha Butler
Board President



Attest: