



**Board Meeting Minutes
April 20, 2023**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on April 20, 2023 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
Ernie Lovell, Vice President	present
Quinn Houchin, Treasurer	absent
Bill Burns, Director	present
Billy Spiers, Director	present
Charles "Chuck" E. Jones, Director	present
Marcia Johnson, Director	absent

OTHERS PRESENT:

Robert Belknap, Executive Director
Cliff Diamond, Outgoing Executive Director
Jessica Spiers, Office Manager
Devin Hedgepath, Dungan Engineering

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

Approval of Consent Agenda Items:

1. March 16, 2023 Board Minutes
2. March 2023 Financial Reports (Exhibit A)
3. Docket Items & Off-Docket Items (Exhibit B)
4. Monthly Operating Reports (Exhibit C)
5. Approve Sewer Adjustment Requests (Exhibit D):
 - a. Dwayne Sylvester, 317 Vaughn St., Picayune, MS for \$361.35 due to a broken water service line to the faucet in front of the residence.
 - b. Abdo Mohammed Fadel, 105 Grace Dr., Picayune, MS for \$248.20 due to a broken water line in the rear yard of the residence.
 - c. Ginn Realty, 112 Goodyear Blvd., Picayune, MS for \$292.00 due to broken exterior pipe break due to freeze.
6. Approve Travel & Training Requests (Exhibit E):
 - a. Ricky Vaughan, Clifton Hodges, and Cody Morris, April 27, 2023, Biloxi, MS, for 29th Annual Coast Chlorinator Operator Workshop. No cost and traveling together in a PRCUA vehicle.

7. Acknowledge receipt of Outgoing Executive Director, Cliff Diamond's, employment termination timeline and terms, as set forth in e-mail dated April 12, 2023.

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

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

The motion passed 5-0.

Engineer's Comments: Devin Hedgepeth provided updates on Wildwood Lagoon completion and drip field and Highway 11 Phase 2.

No action taken.

Approve MitchCo Final Pay App # 8 \$11,870.74 For Wildwood Levee Construction Project. (Paid Through Operating Account). Motion by Ernie Lovell, seconded by Billy Spiers. A roll call resulted in the following votes:

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

The motion passed 5-0. (Exhibit F)

Approve Dungan Invoice # 12 For \$27,904.10 For Highway 11 Phase 2 Sewer Relocation Project. (100% MDOT Reimbursement Item And Paid Through The Facility Replacement Account).

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

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

The motion passed 5-0. (Exhibit G)

Approve Pay App #4 For \$301,348.73 To TL Wallace For Highway 11 Phase 2 Sewer Relocation Project. (100% MDOT Reimbursement Item And Paid Through The Facility Replacement Account). Motion to approve by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

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

The motion passed 5-0. (Exhibit H)

Approve Pay Request #9 For \$72,916.67 To Wilco Construction, Inc. For The 921 Goodyear Blvd. Administration Building Project. (Paid Through The Facility Replacement Account). Motion to approve by Billy Spiers, seconded by Bill Burns. A roll call resulted in the following votes:

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

The motion passed 5-0. (Exhibit H)

Approve Dungan Invoice #6 Final Pay App For \$1,908.92 For Wildwood Levee Repair. (Paid From Operating Account). Motion to approve by Ernie Lovell, seconded by Bill Burns. A roll call resulted in the following votes:

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

The motion passed 5-0. (Exhibit H)

Director's Comments:

1. Summoned for Jury Duty on May 8, 2023.
2. Disseminated Executive Director expectations and guidance to PRCUA staff.
3. UEI issue to hopefully be resolved soon and not affect ability to receive ARPA Grant funds.
4. Need to order and replace lights at Poplarville plant.

No action taken

Authorize Executive Director To Move Funds In The Amount Of \$15,000.00 for Second Fleet Vehicle Towards Furniture Purchase Budget For New Administration Building. Motion by Ernie Lovell, seconded by Tabatha Butler. A roll call resulted in the following votes:

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

The motion passed 5-0.

Board Member Comments:

None. No action taken

Enter Closed Session. Motion by Bill Burns, seconded by Ernie Lovell. A roll call resulted in the following votes:

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

The motion passed 5-0.

Enter Executive Session to discuss a Personnel Matter. Motion by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

Tabatha Butler, President	aye
Ernie Lovell, Vice President	aye
Quinn Houchin, Treasurer	absent
Bill Burns, Director	aye

Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	absent

The motion passed 5-0.

Exit Closed Session: Motion by Billy Spiers, seconded by Ernie Lovell. A roll call resulted in the following votes:

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

The motion passed 5-0.

No action taken following Executive Session.

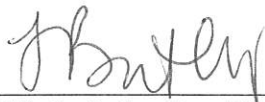
Adjourn: Motion by Billy Spiers, seconded by Bill Burns. A roll call resulted in the following votes:

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

The motion passed 5-0.

The meeting adjourned at approximately 6:25 pm.

The next regular meeting is scheduled for Thursday May 18, 2023 at 5:00 p.m. at 612 Neal Road in Picayune, MS.



Tabatha Butler, Board President



Attest: Robert Belknap, Executive Director