



**Board Meeting Minutes
March 16, 2023**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on March 16, 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
Ernie Lovell, Vice President	present
Quinn Houchin, Treasurer	present
Bill Burns, Director	absent
Billy Spiers, Director	present
Charles "Chuck" E. Jones, Director	present
Marcia Johnson, Director	present

OTHERS PRESENT:

Robert Belknap, Executive Director
Cliff Diamond, Outgoing Executive Director
Jessica Spiers, Office Manager
Heather Smith, Board Attorney
Craig Franklin, Dungan Engineering
Jason Ulmer, 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. February 16, 2023 Board Minutes
2. February 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. Alan Jackson, 2310 Jackson Landing Rd., for \$229.95 due to a broken water service line under their home.
 - b. KMG Enterprises, 1214 S. Main St., for \$771.25 due to service line pipe freeze.
 - c. Ralph Voorhies, 3008 Woods Rd., for \$120.45 for pool fill-up.
6. Approve Travel & Training Requests (Exhibit E):
 - a. Brent Gray, October 16-20, 2023, Biloxi, MS for MWPCOA Short Course Class II Wastewater Certification. Cost is \$450.00 plus 1-night lodging.

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

The motion passed 6-0.

Engineer's Comments: Jason Ulmer and Craig Franklin provided updates on Highway 11 Phase 2, the Circle Drive Pump Station, and the Wildwood Lagoon.

No action taken.

Approve Dungan Invoice #11 For \$34,549.60 For Highway 11 Phase 2 Sewer Relocation Project. (100% MDOT Reimbursement Item & Paid Through Facility Replacement Account). Motion by Ernie Lovell, seconded by Marica Johnson. A roll call resulted in the following votes:

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

The motion passed 6-0. (Exhibit F)

Approve Pay Request #3 For \$168,894.77.76 To TL Wallace Construction For Highway 11 Phase 2 Sewer Relocation Project (Paid & Reimbursed Through The Facility Replacement Account).

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

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

The motion passed 6-0. (Exhibit G)

Approve Pay Request #8 For \$177,585.33 To Wilco Construction, Inc. For The 921 Goodyear Administration Building Project (Paid Through The Facility Replacement Account). Motion to approve by Marica Johnson, seconded by Billy Spiers. A roll call resulted in the following votes:

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

The motion passed 6-0. (Exhibit H)

Director's Comments:

1. Austin Hale resigned (abandoned) the Field Operations Manager position.
2. The Field Operations Manager position has been internally advertised and interviews are being scheduled
3. The new administration building is moving along smoothly and mostly on schedule.
4. Three MCWI grant applications have been resubmitted for Round 2 MDEQ funding consideration, but there has been a recurring issue with the SAM.gov UEI and CAGE number assignment.
5. Still holding on a new fleet truck ordered last fall.
6. Training with the new Director, Rob Belknap, is underway.

No action taken

Authorize Executive Director To Sign Service Agreement With CSpire For Fiber Internet Service For 921 Goodyear Building. (State Contract Terms And Pricing). Motion by Billy Spiers, seconded by Marcia Johnson. A roll call resulted in the following votes:

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

The motion passed 6-0. (Exhibit I)

Approve Resolution 20230316A To Authorize And Appoint Incoming Executive Director, Robert Belknap, To Assume Roles, Duties, And Responsibilities, And To Release Outgoing Executive Director, Cliff Diamond, Of The Same Roles, Duties, And Responsibilities, Effective Thursday March 16, 2023. Motion by Marcia Johnson, seconded by Ernie Lovell. A roll call resulted in the following votes:

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

The motion passed 6-0. (Exhibit J)

Board Member Comments:

None. No action taken

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

The motion passed 6-0.

Enter Executive Session to discuss a Personnel Matter (Austin Hale). 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	aye
Bill Burns, Director	absent
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 6-0.

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

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

The motion passed 6-0.

No action taken following Executive Session.

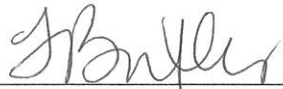
Adjourn: Motion by Billy Spiers, seconded by Marcia Johnson. A roll call resulted in the following votes:

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

The motion passed 6-0.

The meeting adjourned at approximately 6:15 pm.

The next regular meeting is scheduled for Thursday April 20, 2023 at 5:00 p.m. at 612 Neal Road in Picayune, MS.



Tabatha Butler, Board President



Attest: Robert Belknap, Executive Director