



**Board Meeting Minutes
May 18, 2023**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on May 18, 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	present
Billy Spiers, Director	present
Charles "Chuck" E. Jones, Director	present
Marcia Johnson, Director	present

OTHERS PRESENT:

Robert Belknap, Executive Director
Jessica Spiers, Office Manager
Heather Smith, Board Attorney
Jabe Mills, TMH
Devin Hedgepath, Dungan Engineering

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

Jabe Mills with TMH presented audit findings and for PRCUA and concluded there were no findings. Motion to 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	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0.

Approval of Consent Agenda Items:

1. April 20, 2023 Board Minutes
2. April 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. Marcus Houston, 110 Barber St., Poplarville, MS for \$484.72 due to meter replacement.
 - b. Charlene Nixon, 408 S. Blanks Ave., Picayune, MS for \$649.70 due to a leaking pipe in the yard of the residence.
 - c. Frankie Hughes, 535 Millbrook Pkwy., Picayune, MS for \$149.65 due to a pool cell leak.
 - d. Sammy Darden, 2614 Rogers St., Picayune, MS, for \$2,339.65 due to her main water line leak in front yard.
6. Approve Travel & Training Requests (Exhibit E):
 - a. Robert Belknap, Mississippi Gulf Coast Utility Final Board Meeting, on June 8, 2023 at the Harrison County Utility Authority Meeting Room. No cost and traveling in a PRCUA vehicle.

Motion to approve by Marcia Johnson, seconded by Bill Burns. 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	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0.

Motion To Approve Claim From Stacy Tyson Of Poplarville, MS In The Amount Of \$775.84 For Damage To Her Car Incurred From Impact With An Open Manhole Cover. Settlement And Release Must Be Signed By Stacy Tyson Prior To Releasing Payment. Motion to by Marcia Johnson, seconded by Bill Burns. 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	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0.

Engineer's Comments: Devin Hedgepeth provided updates on Highway 11 Phase 2, pump station on Circle Dr., and Wildwood Drip Fields report.

No action taken.

Approve Dungan Invoice # 13 For \$10, 740.44 For Highway 11 Phase 2 Sewer Relocation Project. (100% MDOT Reimbursement Item And Paid Through The Facility Replacement Account).

Motion to approve by Marcia Johnson, seconded by Bill Burns. 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	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit F)

Approve TL Wallace Pay Request # 5 \$181,712.35 For Highway 11 Phase 2 Sewer Relocation Project. (100% MDOT Reimbursement Item To Be Paid Through Facility Replacement Account).

Motion by Bill Burns, 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	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit G)

Approve Dungan Engineering Request For Construction Supplemental Agreement To Increase Construction Engineering Agreement Costs For Highway 11 Phase 2 Sewer Relocation Project. Amendment To Increase Amount By \$70,509.33. Total Increased From \$259,443.89 To \$329,953.22. (100% MDOT Reimbursement Item To Be Through The Facility Replacement Account). Motion to approve by Marcia Johnson, seconded by Bill Burns. 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	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit H)

Approve TL Wallace Contract Change Order # 1 For The Highway 11 Phase 2 Utility Sewer Relocation Project In The Amount Of \$6,785.00. (100% MDOT Reimbursement Item To Be Paid Through The Facility Replacement Account). Motion to approve by Bill Burns, 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	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit I)

Approve TL Wallace Contract Change Order # 2 For The Highway 11 Phase 2 Utility Sewer Relocation Project In The Amount Of \$5,630.04. (100% MDOT Reimbursement Item To Be Paid Through The Facility Replacement Account). Motion to approve by Bill Burns, 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	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit J)

Ernie Lovell left the meeting at 5:47 PM.

Approve Pay Request # 10 For \$133,672.05 To Wilco Construction, Inc. For The 921 Goodyear Blvd. Administration Building Project. (To Be Paid From The Facility Replacement Account). Motion to discuss by Tabatha Butler, seconded by Bill Burns. Motion to approve by Tabatha Butler, seconded by Bill Burns. A roll call resulted in the following votes:

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

Bill Burns, Director	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	no

The motion passed 5-0. (Exhibit K)

Consider Approval Of Ridgecrest Grant Budget Adjustment. Motion to approve by Bill Burns, seconded by Marcia Johnson. A roll call resulted in the following votes:

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

The motion passed 6-0. (Exhibit L)

Director's Comments:

1. Possible purchase of Dillard property by Circle Dr. pump station.
2. Furniture has been ordered for the 921 Goodyear Administration Building and (30) chairs have already been delivered. Also, ordered a 36" 3D crest for the Board Room.
3. Received 11 applications to date for the open Water Operator position.
4. UEI administration rights have finally been approved and the next step is to renew with GSA.

No action taken

Request To Refund Jayme And Jacob Tullier Of 238 East Sunnybrook Dr., Lot # 1331, Carriere, MS, In The Amount of \$4,350.00 For a Grinder Tank. The Property Has An Easement And The Recorded Easement Will Remain With The Property. Motion by Marcia Johnson, seconded by Tabatha Butler. A roll call resulted in the following votes:

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

The motion passed 6-0.

Request To Acknowledge That CCR's Have Been Published And Posted As Required. Motion by Tabatha Butler, seconded by Marcia Johnson. A roll call resulted in the following votes:

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

The motion passed 6-0.

Board Member Comments:

1. Poplarville Mayor requested help with sunken trenches on streets in Poplarville, primarily on North Main St.

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

The motion passed 6-0.

Enter Executive Session. Motion by Bill Burns, seconded by Chuck Jones. A roll call resulted in the following votes:

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

The motion passed 6-0.

Motion To Approve Claim From Rachel Jones, 1130 East Lakeshore Dr., Carriere, MS. Motion by Marcia Jones, seconded by Tabatha Butler. A roll call resulted in the following votes:

Tabatha Butler, President	no
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Ernie Lovell, Vice President	absent
Quinn Houchin, Treasurer	no
Bill Burns, Director	no
Billy Spiers, Director	no
Charles "Chuck" E. Jones, Director	no
Marcia Johnson, Director	no

The motion failed 6-0.

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

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

The motion passed 6-0.

No action taken following Executive Session.

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

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

The motion passed 6-0.

The meeting adjourned at approximately 7:20 pm.

The next regular meeting is scheduled for Thursday June 15, 2023 at 5:00 p.m. at 612 Neal Road in Picayune, MS.



Tabatha Butler, Board President



Attest: Robert Belknap, Executive Director