



**Board Meeting Minutes  
October 19, 2023**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on October 19, 2023 at 5:00 p.m. in the Boardroom of the Pearl River County Utility Authority at 912 Goodyear Blvd. in Picayune, Mississippi. In attendance were:

**BOARD:**

Tabatha Butler, President	present by phone
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  
Devin Hedgepath, Dungan Engineering

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

**Approval of Consent Agenda Items:**

1. October 04, 2023 2023 Board Minutes
2. September 21, 2023 Board Minutes
3. September 2023 Financial Reports (Exhibit A)
4. Docket Items & Off-Docket Items (Exhibit B)
5. Monthly Operating Reports (Exhibit C)
6. Approve Sewer Adjustment Requests (Exhibit D):
  - a. Norbert Joseph, 1006 Stemwood Dr, Picayune, for \$229.95 due to use of an ice machine that had an exterior drain line and was used for two months.
  - b. Emile Williams, Sr., 619 8th St, Picayune, for \$562.10 due to broken pipes under the home and have been repaired.
  - c. Lloyd Robinson, 5016 Angler Dr, Picayune, for \$113.15 due to pool fill up.
  - d. Pamela B. Wallace, 319 Fifth Ave, Picayune, for \$284.70 due to a leaking water heater and repairs have been made.
  - e. Charles G. Worley, 1116 Manning St, Picayune, for \$390.55 due to a main supply line break under the driveway and has been repaired.
  - f. Suzan Wilson, 115 N Haugh Ave, Picayune, for \$113.15 due to broken pipes in the back of her home and repairs have been made.

7. Approve Travel & Training Requests (Exhibit E):
  - a. Clifton Hodges, November 15-16, 2023, Biloxi, MS for MsWRA Asset Management Training. No cost.
8. Spread on the Minutes (Exhibit F):
  - a. 2023 Update to the Security & Vulnerability Assessments for Picayune, Poplarville, & Hillsdale Well Facilities
  - b. Update to the Emergency Response Plans for Picayune, Poplarville, & Hillsdale Water Well Facilities
  - c. September 30, 2023 Public Annual Depositor's Report to the State Auditor's Office

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	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 the following:

- a. Highway 11 Phase II Utility Sewer Relocate project is complete and has been accepted by MDOT.
- b. Discussed the new MSU Agriculture building to be built in Poplarville.
- c. Provided updates on the (3) MCWI Grant Projects coming up:
  - i. Ridgecrest Sewer Expansion, approximate project cost \$280,000
  - ii. I-59 (Exit 6 to 10) Sewer Expansion, approximate project cost \$2.59 Million
  - iii. Millard Jail Lagoon Improvements, approximate project cost \$280,000

No action taken.

**Motion To Approve Dungan Invoice #16 for \$4,030.46 For Highway 11 Phase II Utility Sewer Relocate Project. (100% MDOT Reimbursement Item To Be Paid Through 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	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)

**Motion To Approve Pay Request #9 For \$12,585.92 To TL Wallace Construction For Highway 11 Phase II Utility Sewer Relocate 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	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)

**Motion To Approve Final Pay Request #10 For \$138,307.03 (Final Pay App Amount \$145,092.03 Less CCO #1 For \$6,785.00) To TL Wallace Construction For Highway 11 Phase II Utility Sewer Relocate Project. (100% MDOT Reimbursement Item And Paid Through The Facility Replacement Account).** Motion to approve by Macia 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 I)

**Election Of Officers:**

Motion by Billy Spiers to reappoint Tabatha Butler as President, Ernie Lovell as Vice President, and Quinn Houchin as Treasurer. Motion seconded by Marcia Johnson.

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.

**Director's Comments:**

1. Vac truck Rodder pump has been sent to the manufacturer to be repaired under warranty.
2. Presented board with spreadsheet containing job descriptions, pay rates, & time in position.
3. Have (3) employees testing on Friday October 20, 2023 for Wastewater Class II licenses.
4. Possible hole in Cooper Rd pump suction line. Working on a solution for this issue.

No action taken

**Motion To Authorize 1-Year Extension For JCL Stand-by Contract.** 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	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit J)

**Motion To Approve Purchase Of Sole Source Badger/Beacon Meter Reading Software And Current System Compliant Registers From Central Pipe For \$67,355.00 (Includes Beacon Complete Starter Package @ \$17,955 plus 200 Retro-Fit Meters @ \$247.00 Each) .** 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	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit K)

**Motion To Approve An Offer To Pay \$1.00 Per Meter Read Per Month To The City Of Poplarville.** Motion by Marcia Johnson, seconded by Ernie Lovell. A roll call resulted in the following votes:

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

Marcia Johnson, Director

yes

The motion passed 4-2.

**Motion To Approve The Following Policies & Procedures Required For Federal Grant Awards:**

- a. Accounting Policies & Procedures Manual dated October 14, 2022 Reviewed
- b. Fraud Prevention Policy dated September 29, 2022 Reviewed
- c. Title IV Policy dated September 30, 2023 Updated

Motion to approve 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	aye
Billy Spiers, Director	aye
Charles "Chuck" E. Jones, Director	aye
Marcia Johnson, Director	aye

The motion passed 7-0. (Exhibit L)

**Board Member Comments:**

1. Marcia Johnson requested a rate study be conducted to determine rate increases.
2. Chuck Jones requested powerpoint slides or visuals on screen for future meetings.
3. Set a special board meeting for Thursday November 4, 2023 at 4:00 p.m. with Ray Scott present to discuss budget for upcoming grant projects and review project financing options to fund the projects prior to receiving funding reimbursements.

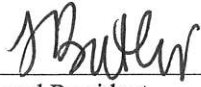
**Adjourn:** Motion by Ernie Lovell, seconded by Marcia Johnson. A roll call resulted in the following votes:

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.

The meeting adjourned at approximately 6:16 p.m.

The next regular meeting is scheduled for Thursday November 16, 2023 at 5:00 p.m. at 921 Goodyear Blvd. in Picayune, MS.



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Tabatha Butler, Board President



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Attest: Robert Belknap, Executive Director



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## Getting Started with BEACON® MOBILE

CUSTOMER: PEARL RIVER CO WATER SERVICES: 400 DATE: 8/4/2023

<b>BEACON® Engagement Fee</b>	<b>\$ 1,470.00</b>
<i>\$4,200.00 * 65% OFF = \$1,470.00</i>	
<b>BEACON® Billing Integration Fee</b>	<b>\$ 1,960.00</b>
<i>\$5,600.00 * 65% OFF = \$1,960.00</i>	
<b>Mobile Read Module User Login (x2)</b>	<b>\$ 252.00</b>
<i>\$360.00 * 65% OFF = \$126.00</i> <i>- \$300 per User after the 1st Year</i>	
<b>Mobile Read Module Annual License</b>	<b>\$ 143.00</b>
<i>\$408.00 * 65% OFF = \$143.00</i> <i>\$408.00 each year thereafter</i>	
<b>Software Hosting Fee (1 year)</b>	<b>\$ 480.00</b>
<b>BEACON® - Training (2 Days On-Site)</b>	<b>\$ 4,200.00</b>
<b>Dell 7220 AMR Rugged Tablet</b>	<b>\$ 5,500.00</b>
<b>ME Mobile Transceiver Kit</b>	<b>\$ 3,950.00</b>

**Complete Starter Package Total: \$ 17,955.00**

total \$67,355.00

### RETRO-FIT PRICING:

5/8" M25 HRE/HRE-LCD ENCODER & ORION ME ENDPOINT W/  
TWIST-TIGHT WIRED CONNECTION

UNIT PRICE: **\$ 247.00**

49,400

x200

### COMPLETE METER PRICING:

5/8" M25 METER, BRZ BTM, TORX SCREW W/ HIGH RESOLUTION  
ENCODER & ORION ME ENDPOINT W/ TWIST-TIGHT WIRED  
CONNECTION

UNIT PRICE: **\$ 344.00**



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## Getting Started with BEACON® MOBILE

### HOSTING FEES:

Utility customers deploying a BEACON AMA Mobile Solution or Traditional Fixed Network Solution will be assessed hosting fees each month per end-user account ("Account"). Monthly Hosting Fees ("Hosting Fees") include Customer's access to the BEACON AMA software and hosting of Customer's metering data. Hosting Fees are purchased in Service Units, each Service Unit representing one (1) month of hosting. Service Units may be purchased in any increment. Net pricing per volume bracket will apply. The initial Service Unit price will be held for the first 36 months then subject to change thereafter.

Hosting Fee Service Units are NET to End Utility Customer and will be invoiced by Badger Meter. Net Price is dependent on Service Unit Purchase Increment.

Service Units are available for all recurring fees and will be invoiced as consumed on a monthly basis at the lowest interval bracket (highest unit price) unless a Customer-defined Purchase Increment has been identified.

Service Unit Purchase Increment Estimator	
Number of Accounts	400
Number of Months	12
<b>Estimated Service Units Needed</b>	<b>4,800</b>

*EXAMPLE:* 4,800 X \$0.10 = \$480.00

MOBILE HOSTING FEES					
PURCHASE INCREMENT (IF NONE USE 1-500)					
1-1500	1501-5K	5-10K	10-25K	25-50K	50-75K+
0.12	0.10	0.09	0.08	0.07	0.06

### Annual Costs:

Mobile Read Module User Login (x2)		\$ 600.00
Mobile Read Module Annual License		\$ 408.00
Software Hosting Fee		\$ 480.00

**Annual Total:** **\$ 1,488.00**

*\*based on complete install*

**Prices are subject to change to the prices in effect at the time of delivery.**