



**Board Meeting Minutes
November 18, 2021**

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on November 18, 2021 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
Marcia Johnson, Vice President	absent
Quinn Houchin, Treasurer	absent
Ernie Lovell, Director	present
Bill Burns, Director	present
Billy Spiers, Director	present by phone
Charles "Chuck" E. Jones, Director	present by phone

OTHER:

Cliff Diamond, Executive Director	present
Ashley Boone, Office Manager/Bookkeeper	present
Heather Smith, Board Attorney	present
Jonathan Hickman, Engineer	present
Craig Franklin, Dungan Engineering	present

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

Approval of Consent Agenda Items:

1. October 21, 2021 Minutes
2. October 2021 Financial Reports (Exhibit A)
3. Docket & Off-Docket Items (Exhibit B)
4. Monthly Operating Reports (Exhibit C)
5. Sewer Adjustment Requests:
 - a. Freddie Abercrombie, 343 South Beech, for \$135.05 due to outside water leak (Exhibit D)
 - b. Loe realty, 1107 Memorial Blvd., for \$470.85 due to outside water leak (Exhibit E)
 - c. Kiara Simmons, 2413 Laura Drive, for \$686.20 due to outside water leak (Exhibit F)
6. Extend the COVID-19 State of Emergency

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

Tabatha Butler	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Bill Burnes	voted	aye
Billy Spiers	voted	aye
Marcia Johnson		absent

Quinn Houchin absent
The motion passed 5-0.

Public Comments: None

Approve Water Bill Credit for Helen Guerra, 127 Hampton Rd, for \$100.75:

It was determined that there was a misunderstanding in communication between PRCUA's water operator and Ms. Guerra, causing her water line repairs to be delayed unnecessarily, warranting a credit adjustment. Motion to approve by Billy Spiers, seconded by Bill Burns. A roll call resulted in the following votes:

Tabatha Butler	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Bill Burnes	voted	aye
Billy Spiers	voted	aye
Quinn Houchin	absent	
Marcia Johnson	absent	

Exhibit G

Engineer's Comments: Jonathan Hickman discussed the Highway 11 Phase 2 project timeline. No action taken.

Director Comments: Cliff Diamond presented a monthly update slide presentation. No action taken.
Exhibit H

Approve Standard Operating Procedure for the Disposal of Surplus Personal Property:

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

Tabatha Butler	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Bill Burnes	voted	aye
Billy Spiers	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5-0.

Exhibit I

Approve Surplus Property List & Disbursement:

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

Tabatha Butler	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Bill Burnes	voted	aye
Billy Spiers	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5-0.
Exhibit J

Approve Friday, November 26, 2021 and thursday, December 23, 2021 as Paid Holidays as per Governor’s proclamation:

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

Tabatha Butler	voted	aye
Billy Spiers	voted	aye
Charles “Chuck” E. Jones	voted	aye
Ernie Lovell	voted	aye
Bill Burns	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5-0.
Exhibit K

Approve United Healthcare Insurance Renewal for Calendar Year 2022:

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

Tabatha Butler	voted	aye
Billy Spiers	voted	aye
Charles “Chuck” E. Jones	voted	aye
Ernie Lovell	voted	aye
Bill Burns	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5-0.
Exhibit L

Approve Electronic Clearinghouse (ACH) Payment Methods for Recurring Loan Payments, Lease Payments, Utility Bills and Insurance Premiums:

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

Tabatha Butler	voted	aye
Billy Spiers	voted	aye
Charles “Chuck” E. Jones	voted	aye
Bill Burns	voted	aye
Ernie Lovell	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5-0
Exhibit M

Approve Memorandum of Understanding with the City of Picayune for Mobile Generator Storage & Usage

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

Tabatha Butler	voted	aye
Billy Spiers	voted	aye
Charles “Chuck” E. Jones	voted	aye
Bill Burns	voted	aye

Ernie Lovell	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5-0
Exhibit N

Board Member Comments:

No action taken.

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

Tabatha Butler	voted	aye
William Burns	voted	aye
Ernie Lovell	voted	aye
Charles "Chuck" E. Jones	voted	aye
Billy Spiers	voted	aye
Marcia Johnson	absent	
Quinn Houchin	absent	

The motion passed 5 -0

The meeting adjourned at approximately 5:45pm.

The next regular meeting is scheduled for Thursday December 16, 2021 at 5:00 p.m. at 612 Neal Road in Picayune, MS.

APPROVAL AND SIGNATURES PENDING

Tabatha Butler
Board President

Attest: