



Pearl River County Utility Authority
Board Meeting Minutes
September 20, 2018

Be it remembered that a meeting of the Pearl River County Utility Authority Board of Directors was held on September 20, 2018 at 5:00 p.m. at the Conference Room of the Pearl River County Utility Authority at 612 Neal Road in Picayune, Mississippi. In attendance were:

BOARD:

- Ernie Lovell, Vice President
- Billy Spiers, Director
- Marcia Johnson, Director
- Quinn Houchin, Director
- Tabatha Butler, Treasurer (Absent)
- Charles "Chuck" E. Jones, Director

OTHER:

- Ray Scott, PRCUA Executive Director
- Jonathon Hickman, Dungan Engineering
- William "Bill" Burns Director Elect
- Calvin Foreman, Insituform

- Trey Spinks, Spinks Contracting

There being a quorum sufficient to transact business of the Pearl River County Utility Authority Vice President Ernie Lovell called the meeting to order. The following proceedings were had and done.

Board Comments: None

Public Comments: Representatives from Insituform addressed the progress issues with the Sewer rehabilitation project

.....
Approval of Board Meeting Minutes dated August 2, 2018 and August 16, 2018 – Director Billy Spiers made a motion to approve the board meeting minutes dated August 16, 2018 seconded by Director Marcia Johnson. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the approved Pearl River County Utility Authority minutes is attached hereto as exhibit "A"
.....

Swearing in of Director William "Bill" Burns – Chancery Clerk Melinda Bowman administered the oath of office to Bill Burns.



Approval of Financial Reports: Balance Sheet, Income Statement – Operations, Statement of Cash Flow, Income Statement – Operations Compared with Budget and Cash Balance Report – Director Billy Spiers made a motion to approve the Financial Reports and Cash Balance Report, seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	nay
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the Financial Reports: Balance Sheet, Income Statement, Operations Compared with Budget and Cash Balance Report is attached hereto as exhibit “B”.

.....
At this time, 5:39 p.m., Director Marcia Johnson left the room.

Approval of Off-Docket and Claims Docket dated September 17 and Supplemental Claims Docket dated 09/20/18 – Director Billy Spiers made a motion to approve the Off-Docket and Claims Docket the motion was seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	absent
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the Off-Docket Docket and Supplemental Docket is attached hereto as exhibit “C”.

.....
At this time, 5:45 p.m., Director Marcia Johnson re-entered the room.

Approval of Engineer’s monthly Project update - Director Marcia Johnson made a motion to approve Engineer’s Monthly Project update, seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the Engineer’s Monthly Project Update is attached hereto as exhibit “D”.

Motion by Marcia Johnson to approve engineering contract with Dungun Engineering for the Wildwood Wastewater Lagoon Levee Repair Contract, seconded by Billy Spiers. A roll call vote resulted in the following:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

A copy of the contract with Dungan is attached hereto as Exhibit D1.

Motion by Marcia Johnson to authorize Dungan Engineering to advertise for bids for the Wildwood Wastewater Lagoon Levee Repair contract, seconded by Billy Spiers. A roll call vote resulted in the following:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

Motion to Authorize Check for Easement for the Eagle Heights Project to Earl & Peggy Gonzales for \$9,999.00 and Jose Gutierrez for \$645.00 – Director Bill Spiers made a motion to approve payment of easements, seconded by Marcia Johnson. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

A copy of the Waiver Valuations and Easements are attached hereto as Exhibit C1.

Approve FY 2019 Budget in the amount of \$5,145,700.00- Director Billy Spiers made a motion to approve the FY 2019 Budget, seconded by Director Quinn Houchin. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

A copy of the budget is attached hereto as Exhibit "E"

.....

Approve pay request #3, T. L. Wallace for work completed on Eagle Heights Low Pressure Sewer System in the amount of \$27,843.75 Director Marcia Johnson made a motion to approve pay request #3. The motion was seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the supporting documents is attached hereto as exhibit "F".

Approve pay request #15 for the SRF-C280-897-04 Picayune Wastewater System Rehabilitation in the amount of \$131,275.74. Director Billy Spiers made a motion to approve pay request #15, Director Marcia Johnson seconded the motion. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the pay request and supporting documents are attached hereto as exhibit "G".

.....
Approve payment of Worker Compensation renewal in the amount of \$30,187.00 to AmFed - Director Marcia Johnson made a motion to approve amended contract and seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

The motion passed. The supporting documentation is attached hereto as exhibit "H".

.....
Approve Board Training for Quinn Houchin and Bill Burns at a combined cost of \$150.00- Director Marcia Johnson made a motion to approve training. The motion was seconded by Director Billy Spiers. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

The motion passed.

.....
Approve pay request #5, Dungan Engineering for Eagle Heights Low Pressure Sewer System for \$12,600.00 – Director Marcia Johnson made a motion to approve payment request #5 for \$12,600.00, seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of the pay request and supporting documents are attached hereto as exhibit "J".

Approve Reimbursement for Plumber at 109 N Main, in the amount of \$600.00 - Director Marcia Johnson made a motion to approve payment of plumbing bill for \$600.00, seconded by Director Billy Spiers. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

Sewer Adjustment Approval for Brenda Holloway in the amount of \$177.00, Patricia Williams in the amount of \$594.00, Jessica Tebo in the amount of \$291.00, Crackin Tails and Dippin Tails in the amount of \$111.00, Deborah Ulmer in the amount of \$177.00, Carol Bernice Ward in the amount of \$219.00 and Rick Clark in the amount of \$141.00, Allison Lott in the amount of \$114.00. Director Billy Spiers made a motion to approve said adjustments and seconded by Director Chuck Jones. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

The motion passed. A copy of sewer adjustment request and supporting documentation is attached hereto as exhibit "K".

Motion to Spread Letter on the minutes and pay \$7,500 to Pearl River County for repairs in Poplarville – Director Marcia Johnson made a motion to spread the letter on the minutes and submit payment once the project has started, seconded by Director Billy Spiers. A roll call vote resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

Election of Officers for FY 2019 – President Tabatha Butler
 Vice President Marcia Johnson
 Treasurer Quinn Houchin
 Board Secretary

Motion by Marcia Johnson to appoint Tabatha Butter as President of PRCUA, seconded by Chuck Jones. A roll call voted resulted in the following:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

Motion by Billy Spiers to appoint Marcia Johnson as Vice President of PRCUA, seconded by Chuck Jones. A roll call voted resulted in the following:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

.....
 Motion by Marcia Johnson to appoint Quinn Houchin as Treasurer of PRCUA, seconded by Billy Spiers. A roll call voted resulted in the following:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Ernie Lovell	voted	aye
Quinn Houchin	voted	aye

.....
PRCUA Updates – None

.....
Closed session: Director Billy Spiers made a motion to enter into a closed session, seconded by Director Marcia Johnson. A roll call votes resulted in the following votes:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

Executive session It was determined that there was a need to enter Executive Session to discuss personnel issues. A motion was made by Billy Spiers and seconded by Marcia Johnson to enter into executive session. The vote was as follows:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

A motion was made by Billy Spiers and seconded by Marcia Johnson to exit executive session. The vote was as follows:


Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

The Board exited Executive Session and announced that no action was taken during Executive Session.

.....
A motion was made by Director Marcia Johnson and seconded by Director Billy Spiers to make a job offer to Cliff Diamond as the Executive Director of the PRCUA and allow President Lovell and the board attorney to negotiate the terms of the contract with the agreed upon terms contingent upon board approval. The vote was as follows:

Tabatha Butler	voted	absent
Marcia Johnson	voted	aye
Ernie Lovell	voted	aye
Billy Spiers	voted	aye
Chuck Jones	voted	aye
Quinn Houchin	voted	aye

.....
The meeting recessed at _____



Ernie Lovell
Board President
42271389.v1

Attest: