



# HANCOCK COUNTY UTILITY AUTHORITY

401 Gulfside Street • Waveland, MS 39576  
Telephone 228-467-3702 • Fax 228-467-6206

## Agenda Monthly Board Meeting January 5, 2017

Call to Order – it was established that a quorum was present and Director Fillingame called the meeting to order at 4:34 p.m.

### Attendees

#### *Board Members:*

Mr. Joshua DeSalvo  
Mrs. Patricia Cuevas  
Mr. Scotty Adam  
Mr. Shane LaFontaine  
Mr. Les Fillingame

### Other

Mr. David C. Pitalo – Executive Director  
Attorney Heather Smith

### Absent

James Lamy

Pledge of Allegiance and Silent Prayer - lead by Executive Director David Pitalo

### Election of New HCUA Officers

Director Josh DeSalvo was nominated by Director Fillingame to serve as Board Chairman – Motion was made by Director Fillingame to approve Director DeSalvo to serve as Board Chairman for a period of one year, Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote, with voting as follows:

*Voting YEA: Directors Cuevas, Fillingame, Adam, Lafontaine, DeSalvo*

*Voting NAY: None*

*Abstaining: None*

*Absent: Director Lamy*

Director Shane LaFontaine was nominated by Director Fillingame to serve as Board Vice-Chairman – Motion was made by Director Fillingame to approve Director LaFontaine to serve as Board Vice-Chairman for a period of one year, Director Cuevas seconded the motion; it was voted on and carried by unanimous vote, with voting as follows:

Voting YEA: Directors Cuevas, Fillingame, Adam, Lafontaine, DeSalvo  
 Voting NAY: None  
 Abstaining: None  
 Absent: Director Lamy

Motion was made by Director Adam to reappoint Executive Director David Pitalo to serve as Board Secretary/Treasurer for a period of one year, Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote, with voting as follows:

Voting YEA: Directors Cuevas, Fillingame, Adam, Lafontaine, DeSalvo  
 Voting NAY: None  
 Abstaining: None  
 Absent: Director Lamy

Request to Address the Board - None

Board Action Items

A Motion was made by Director LaFontaine to approve Brown, Mitchell & Alexander, Inc. Agreement for Engineering Consulting Services for 2017. Director Fillingame seconded the motion; it was voted on and carried by Unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Adam, Fillingame  
 Voting Nay: None  
 Abstaining: None  
 Absent: Directors Lamy

Motion was made by Director Cuevas to approve the Minutes from the December 1, 2016 Board Meeting as presented as EXHIBIT A - Director Fillingame seconded the motion; it was voted on and carried by unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Adam, Fillingame  
 Voting Nay: None  
 Abstaining: None  
 Absent: Directors Lamy

Motion was made by Director LaFontaine to approve the December 2016 Check Summaries as presented as Exhibit B Director Fillingame seconded the motion; it was voted on and carried by majority vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Fillingame  
 Voting Nay: None  
 Abstaining: Director Adam  
 Absent: Directors Lamy

	<u>Expenses</u>	<u>Monthly Budget</u>	<u>Revenues</u>	<u>Difference</u>
O & M Wastewater	\$ 113,956.50	\$141,232.95	\$ 142,888.68	\$ 28,932.18
O & M Water	\$ 14,367.20	\$ 16,880.53	\$ 19,075.11	\$ 4,707.91

*\*Director Scotty Adam abstaining from approval of all Check Summaries as a relative is employed by the HCUA.*

Motion was made by Director LaFontaine to discuss the Revised Budget Modifications as presented by Mr. Chris Gouras at the May 10, 2016 HCUA Board Meeting. Director Adam seconded the motion

Motion was made by Director Fillingame to approve payment of Invoice RFC #127 for \$35,000.00 to Gouras & Associates and payment to Jay Bearden less the \$5,000.00 overpayment for a final total of \$4,860.85 as presented by Mr. Chris Gouras at the May 10, 2016 HCUA Board Meeting. Director LaFontaine seconded the motion: it was voted on and carried by unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Adam, Fillingame  
Voting Nay: None  
Abstaining: None  
Absent: Directors Lamy

HCUA Board request Executive Director Pitalo to Amend the 2017 HCUA Budget to include the payments to Gouras & Associates and Jay Bearden for the February board meeting.

Motion was made by Director Cuevas to approve the surplus of 1- 4 draw file cabinet with Asset #1161 determined to be of no value to the Authority as the item is beyond repair. Director Adam seconded the motion; it was voted on and carried by unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Adam, Fillingame  
Voting Nay: None  
Abstaining: None  
Absent: Directors Lamy

Motion was made by Director Fillingame to approve the payment of the SRF Loan to the State Treasury Fund in the amount of \$39,373.48 for January 2017 and subsequent payments to be processed for payment due on first of each month per MDEQ, SRF Restructure Loan Agreement. Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Fillingame, Adam  
Voting Nay: None  
Abstaining: None  
Absent: Director Lamy

Approval of the revised HCUA Reoccurring Expenses List was tabled after some discussion with the Board requesting that Board Attorney Smith affirm the list and its use for the February Board meeting.

#### Executive Director

Update on installation of cameras at well and tank sites, Security Solutions Services, LLC \$2,150.00 per site, Dictograph Alarms Plus \$1,297.88 per site. Information Only No Action Required

Motion was made by Director Adam to approve the Quote on Grit Pump and cyclone on stand for SRWWTP by WEIR for \$33,769.00 as the lowest bidder contingent upon Board Attorney Smith's review of documentation of submitted quote. Director Cuevas seconded the motion; it was voted on and carried by unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Fillingame, Adam  
Voting Nay: None  
Abstaining: None  
Absent: Director Lamy

Executive Director Pitalo gave the Board an update on the Construction at WRWWTP and will monitor the progress and report back to the Board.

Motion was made by Director Cuevas to approve spreading on the minutes a letter by Executive Director Pitalo in regards to Water Services for Mint Julep Airpark Director Adam seconded the motion; it was voted on and carried by unanimous vote with the voting as follows:

Voting Yea: Directors DeSalvo, Cuevas, LaFontaine, Fillingame, Adam

Voting Nay: None

Abstaining: None

Absent: Director Lamy

Executive Director Pitalo requested updating the HCUA Board Pictures to be scheduled for the March 2017 Board meeting. A reminder will be sent out to all Board members prior to meeting.

Wastewater Report – Information Only No Action Required

Water Report – Information Only No Action Required

#### Items Not Listed on Agenda

Gerald W. Rigby, C.P.A., and P.C. requested a meeting of the HCUA Audit Committee, Executive Director Pitalo and Directors LaFontaine and DeSalvo were present to discuss a new audit item GASB-68 which concerns PERS Retirement funds. Mr. Rigby explained that there was an additional cost of \$1200.00 added to complete this required report for HCUA 2015 Audit.

#### New Business

#### Old Business

Mr. John Barnett with Kiln Utility & Fire District - Sewer leak and repairs on November 2, 2016 located on Kiln / Picayune Road - Information Only No Action Required

#### Closed Session

#### Executive Session

#### Other Business

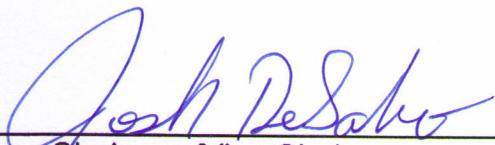
Adjourn - Motion was made by Director Fillingame to adjourn at 5:24 p.m., Director Adam seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors DeSalvo, Adam, LaFontaine, Fillingame, Cuevas

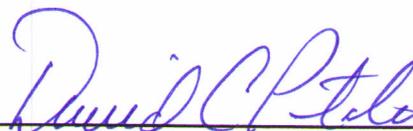
Voting Nay: None

Abstaining: None

Absent: Director Lamy



Chairman/Vice Chairman



Executive Director