



# HANCOCK COUNTY UTILITY AUTHORITY

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

## Monthly Board Meeting April 12, 2016

**Call to Order** it was established that a quorum was present and Director DeSalvo called the meeting to order at 4:35 p.m.

### **Attendees**

Mr. Joshua DeSalvo  
Mr. Shane LaFontaine  
Mr. Scotty Adam  
Mrs. Patricia Cuevas  
Attorney Heather Smith  
Mr. David C. Pitalo – Executive Director

### **Absent**

Director James Lamy  
Director Les Fillingame

**Pledge of Allegiance and Silent Prayer** - Lead by Director Josh DeSalvo

**Request to Address the Board** - None

### **Board Action Items**

Motion was made by Director LaFontaine to approve the minutes of March 21, 2016, **presented as EXHIBIT A** – Director Cuevas seconded the motion; it was voted on and carried by unanimous vote with the voting as follows:

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

Motion was made by Director LaFontaine to approve the March 2016 Check Summaries **presented as Exhibit B** Director Cuevas seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

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

	<u>Expenses</u>	<u>Monthly Budget</u>	<u>Revenues</u>	<u>Difference</u>
O & M Wastewater	\$ 113,982.19	\$ 136,943.43	\$ 139,893.19	\$ 25,911.00
O & M Water	\$ 15,296.18	\$ 16,818.23	\$ 17,280.88	\$ 1,984.70

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**EXHIBIT C** – Washington Street Bridge bore project  
Information Only – No Action Required

Motion was made by Director Adam to approve the disposal and sale of the assets **presented as Exhibit D** as the property is no longer needed for a public purpose and in the sale thereof would promote the best interest of the HCUA. It is further recommended that the Board authorize the Executive Director to sell the property by any method authorized pursuant to Miss. Code. Ann. Section 17-25-25. Director Cuevas seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

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

**Executive Director**

**Discussion on SRF Loan**

Information Only – No Action Required

**Quotes for Water Reuse Project** - Southern Pipe & Supply Co. \$2,837.96, Central Pipe Supply \$3,718.36, Louisiana Waterworks \$3,522.17

Information Only – No Action Required

**Sale of UV Equipment totaling \$2000.00**

Information Only – No Action Required

**Sale of scrap to Southern Recycling \$158.40**

Information Only – No Action Required

**Waste Water Report**

Information Only – No Action Required

**Water Wholesale Report**

Information Only – No Action Required

**Revision of the HCUA Master Plan List with attachments**

Information Only – No Action Required

**Prioritization of BP Project list**

Information Only – No Action Required

Motion was made by Director Adam on line break issues and policies to allow the Hancock County Utility Authority to bill each entity when there is a line break in the event of human error by a home owner or contractor with that entity billing those individuals responsible. All other line break issues will be brought before the HCUA Board on a case by case basis to allow the Board to make the determination to charge for the loss of water. Director Cuevas seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors DeSalvo, LaFontaine, Adam, Cuevas

Voting Nay: None

Abstaining: None

Absent: Director Lamy, Director Fillingame

### **New Business**

None

### **Old Business**

Motion was made by Director Cuevas to approve the revision of Vacation Section of the HCUA Handbook to limit comp time hours to a maximum of 80 hours Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors DeSalvo, LaFontaine, Adam, Cuevas

Voting Nay: None

Abstaining: None

Absent: Director Lamy, Director Fillingame

Motion was made by Director Cuevas to approve the use of comp time in the event any Employee has a max of 80 hours before using any sick or vacation leave. Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors DeSalvo, LaFontaine, Adam, Cuevas

Voting Nay: None

Abstaining: None

Absent: Director Lamy, Director Fillingame

The Board also recommended that Executive Director Pitalo consider hiring an extra worker to reduce the overtime hour expense. Executive Director Pitalo will research the option and report back to the Board the detail expense of hiring as extra employee. No action was taken on this issue.

### **Recommendations by Executive Director Pitalo**

Information only – no action required

### **Closed Session**

None

### **Executive Session**

None

### **Other Business**

None

**Adjourn or Recess**

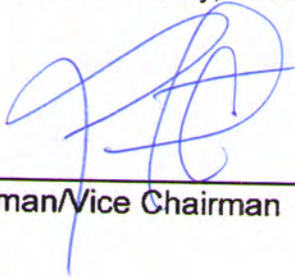
Motion was made by Director Cuevas to adjourn at 5:31 p.m., Director Adam seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

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

Voting Nay: None

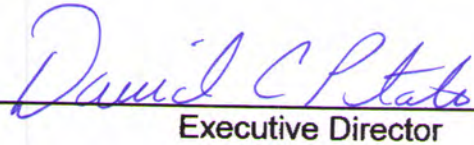
Abstaining: None

Absent: Director Lamy, Director Fillingame



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Chairman/Vice Chairman



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Executive Director