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

	Expenses	Monthly Budget	Revenues	Difference
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

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

Chairman/Vice Chairman

Executive Director