# HANCOCK COUNTY UTILITY AUTHORITY

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


## *Monthly Board Meeting*
## *December 15, 2015*

*Call to Order* - by Director Les Fillingame at 4:31

*Attendees*
Mr. Tim Cameron
Mr. Joshua DeSalvo
Mr. Les Fillingame
Mr. Shane LaFontaine
Mr. James Lamy
Mr. David C. Pitalo – Executive Director
Mr. Bill Mitchell
Attorney Heather Ladner

*Absent*
Director Tony Wayne Ladner

*Pledge of Allegiance and Silent Prayer* – Lead by Director DeSalvo

*Request to Address the Board*
None

*Board Action Items*

Motion was made by Director LaFontaine to approve the Approval of CDBG Budget Modification HANCUA-03 #39 **presented as EXHIBIT D**. Director DeSalvo seconded the motion: it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Motion was made by Director Lamy to approve Approval of the CDBG Budget Modification HANCUA-03 #40 **as presented as EXHIBIT J**. Director Cameron seconded the motion: it was voted on and carried by majority vote, with the voting as follows:
Voting Yea: Directors Cameron, Fillingame, Lamy
Voting Nay: Director DeSalvo, LaFontaine
Abstaining: None

Absent: Director Ladner

Motion was made by Director Lamy to approve Amendment #2 from Gouras and Associates, for Project HANCUA-03 W8, in the additive amount of $184,971.17. as **presented as EXHIBIT K.** Approval by HCUA Board is contingent upon the approval of MDEQ, MDA, HCUA Board Attorney Ladner and the approval of CDBG Budget Modification HANCUA-03 #40 for the requested additive amount. The HCUA will only use grant money to pay the additive amount and will not use any general funds of the HCUA to pay the additive amount contained in the amendment. Director Cameron seconded the motion: it was voted on and carried by majority vote, with the voting as follows:

Voting Yea: Directors Cameron, Fillingame, Lamy
Voting Nay: Director DeSalvo, LaFontaine
Abstaining: None
Absent: Director Ladner

Motion was made by Director Lamy to approve the December 2015 Request for Cash in the amount of $300,113.89, **as presented as EXHIBIT C**. Director Fillingame seconded the motion; it was voted on and carried by majority vote, with the voting as follows:

Voting Yea: Directors Cameron, Fillingame, Lamy
Voting Nay: Director DeSalvo, LaFontaine
Abstaining: None
Absent: Director Ladner

Motion was made by Director LaFontaine to approve the proposal from Gerald W. Rigby, C.P.A., P.C, in the amount of $18,125.00 to perform 2015 Audit and Single Audit services **presented as EXHIBIT G.** Director Lamy seconded the motion; it was voted on and carried by majority vote, with the voting as follows:

Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Motion was made by Director DeSalvo to approve the 2014 Single and Annual Audit as discussed with Gerald W. Rigby, C.P.A., P.C. **as presented as EXHIBIT L.** Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Motion was made by Director DeSalvo to approve the minutes of November 10, 2015 **presented as EXHIBIT A,** Director LaFontaine seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None

Absent: Director Ladner

Motion was made by Director LaFontaine to approve the October 2015 check summaries **presented as EXHIBIT B**, Director Lamy seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

| | Expenses | Monthly Budget | Revenues | Difference |
|---|---|---|---|---|
| O & M Wastewater | $114,883.41 | $136,943.43 | $244,715.29 | $129,832.15 |
| O & M Water | $ 16,134.07 | $ 16,882.72 | $ 18,984.88 | $ 2,850.81 |
| 2010 Bond | $ 40,653.13 | | | |
| 2014 Bond | 250.00 | | | |
| CDBG Projects | $ 10,000.00 | | | |

Motion was made by Director LaFontaine to approve the following holidays – as per Proclamation from Governor Phil Bryant: as **presented as EXHIBIT E.** Director DeSalvo seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

1. December 24, 2015 - Christmas Eve
2. December 25, 2015 - Christmas Day
3. December 31, 2015 – New Year's Eve
4. January 1, 2016 – New Year's Day

Motion was made by Director Cameron to approve the 2015-2016 HCUA Holiday Schedule, **as presented as EXHIBIT F.** Director DeSalvo seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Motion was made by Director LaFontaine to approve the change order no 2011-14/14 (S6) to the Term Bid Contract with Jay Bearden Construction for the Kiln Sewer Connection project in the deductive amount of $42,762.09 ($19,188.82 CDBG and $23,573.27 CIAP) contingent upon approval by the board Attorney Ladner, MDEQ and MS Department of Marine Resources. This change order finalizes quantities for work on the Kiln Sewer Connection project. Director DeSalvo seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None

Absent: Director Ladner

Motion was made by Director DeSalvo to approve work order revision no. 6 to work order 2011-14/S6-04 for the Kiln Sewer Connection project in the deductive amount of $21,065.52 ($6,108 CDBG and $14,957.52 CIAP) and 401 calendar days' time contingent upon approval by the board Attorney Ladner, MDEQ and MS Department of Marine Resources. This work order revision finalizes quantities for work on the Kiln Sewer Connection project. The project was suspended during the project to allow for the remaining parcels to be acquired, once acquired the contractor remobilized and completed the work at their contract price." Director Lamy seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

## *Executive Director*

Director Pitalo made the Board aware that an election of new Chairman and Vice-Chairman was necessary for the upcoming year 2016. After some discussion Director Les Fillingame was nominated Chairman and Director Josh DeSalvo as Vice-Chairman. it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Executive Director Pitalo brought to the Board the Election of 2015 Audit Committee – two members plus Executive Director Pitalo are required, it was discussed and Director LaFontaine and Director DeSalvo were nominated it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Motion was made by Director LaFontaine to take under advisement the List of Project from Master Plan and BP Projects Listed on RESTORE Portal, **as presented as Exhibit H** Director Lamy seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

**EXHIBIT I** – Wholesale Water Sales Report: November 2015 – Corrected

Information Only – No Action Required

Executive Director Pitalo discussed the Homeland Security Survey by Max Fenn and his proposal to survey HCUA water sites for improvements on security. Director Pitalo informed the board that there were no charges involved as it is just an information based report. Information Only – No Action Required

Executive Director Pitalo updated the board on the left over piping from sewer projects as the prospective buyer is no longer interested but will continue to search for buyers. Information Only – No Action Required

Motion was made by Director Lamy to proceed with the water reuse system as presented by Executive Director Pitalo. Director DeSalvo seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Executive Director Pitalo made the Board aware of the date for February 2016 Board meeting being Mardi Gras and to possibly change to another day. After short discussion a motion was made by Director DeSalvo to move the February Board meeting to Tuesday, February 16, 2016 @ 4:30. Director Cameron seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:
Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

*New Business*
*None*

*Old Business*
*None*

*Closed Session* – Determined not needed

*Executive Session*

*Other Business*

After lengthy discussion on a proposal by Director Lamy to allow Pearlington Water and Sewer to separate Water Services from the HCUA, a unanimous request was made by the HCUA Board to have Board Attorney Ladner reach out to MDEQ/MDA and ask them to attend the Board Meeting in January 2016 so that any question or issues may be addressed to allow the HCUA Board to make an educated, legal decision on the Pearlington Water and Sewer request.

*Adjourn or Recess*

**Motion was made by Director LaFontaine to adjourn at 7:10 p.m., Director DeSalvo** seconded the motion; it was voted on and carried by unanimous vote, with the voting as follows:

Voting Yea: Directors Cameron, DeSalvo, Fillingame, LaFontaine, Lamy
Voting Nay: None
Abstaining: None
Absent: Director Ladner

Chairman/Vice Chairman

Executive Director