

**Punkin Water Association  
Board Meeting Minutes  
Monday, February 11, 2019**

Board Members Present: Jason Butts, Karen Popernik, John Davis, Douglas Hill and Jerry Bishop

Others present: Mark Woods, Attorney; Tony Bishop, Operator

Not present: Mike Falkner, Engineer

Jason Butts called the meeting to order at 6 PM.

A motion was made by John Davis to accept the Minutes without a reading from January 14, 2019, Board Meeting, those Minutes having previously been posted online for Members to review and been given to Board Members to review. Second was offered by Douglas Hill and approved by all of those present.

Motion made by Karen Popernik to approve the second (2<sup>nd</sup>) draw for contractor for County Road 415 Project in the amount of \$104,601.65. Second was offered by John Davis, motion carried.

An update was given by Jason Butts on the County Road 415 project. The line is complete from Pebble Creak Subdivision just beyond his (Jason Butts) home. County Road 271 is complete. The target date is around the middle of May, 2019, and currently within budget and on time in spite of the wet weather.

Motion made by Karen Popernik to combine the Secretary and Treasurer jobs as stated in the By-Laws of Punkin Water Association. Second was offered by Jerry Bishop, motion carried. There will be two signatures required on checks, the President and Vice-President, after invoices are reviewed and approved for payment.

The Board of Punkin Water Association has been approached by other banks offering their services with more services, interest on account balances, and ability to pay water bills online. The Board will discuss this further.

Motion made by John Davis to approve Dwight Young as the association's CPA, Second was offered by Douglas Hill, motion carried.

John McCurdy made a formal request for a "Will Serve" letter for twenty-five (25) house lots for Highlands, Phase XII. It will be about a year out before he will be in compliance with the county's requirements for further development.

Randy Abrams had also made an official request for a “Will Serve” letter the latter part of 2018, for twenty-five (25) lots. Motion made by John Davis to provide the “Will Serve” letters to both John McCurdy and Randy Abrams for twenty-five lots each, Second offered by Jerry Bishop, motion carried.

Jerry Bishop received an Amended Order from the Public Service Commission today stating that Punkin Water Association is to have a written **Strategic Flushing Plan** in place for use after the construction projects are complete. Motion made by Karen Popernik to contact our Engineer, Mike Falkner to develop the needed plan, Second offered by John Davis, motion carried.

**Boil Water Notice Procedure:**

If there is a break in the line, the Operator is notified and two (2) samples of the water are collected and sent to the State Health Department in Jackson, MS. There is a two day turn around time as the water has to have an analysis performed by the State Health Department. Example: If water is collected on a Monday and sent, then the Operator could call on a Thursday and should receive the test results. If a Boil Water Notice is sent out to customers, it should continue until notified otherwise.

The Board of Punkin Water Association is looking into obtaining the services of a Hydrogeologist to locate a potential well site. Further discussion by the board will continue.

The purchase of a handheld GPS for meter and valve mapping to be used by the meter reader will be tabled for the time being.

A Policy & Procedure Manuel will be developed in the future and be uploaded to the website of Punkin Water Association.

Motion to adjourn made by President, Jason Butts, second offered by John Davis, motion carried. Meeting adjourned at approximately 7PM.

Respectfully submitted  
By Marie Mills

**ADDENDUM:**

Motion made by John Davis to pay for expenses for new board members to attend training session presented by the MS Rural Water Association. Expenses will include registration and cost of

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lunch. Second offered by Jerry Bishop. Motion carried.