

Jackson County Utility Authority
Regular Meeting
Board of Directors
May 26, 2015
1225 Jackson Avenue
Pascagoula, MS 39567

MINUTES

1. Call to Order

The regular scheduled meeting of the Board of Directors convened at 4:00 P.M., May 11, 2015, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Jackie Elly, Secretary-Treasurer; Michael Murphy, Vice Secretary-Treasurer; and Directors; Wayne Adams; Doug Shore; Marshall Smith; Ken Papania, and Kevin Coggin. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Talbert Rea, General Manager; Edna Lott, Principal of Accounting; Linda Gasaway, Administrative Assistant; Tara Sistrunk, H.R. Manager; Chase Glisson, Engineer; Jimmy Heidelberg and April McDonald, Authority Counsel; Greg Brown, Pickering; Paul W. Foley, Michael Baker Intl.; Kyle Pipkins and Mack Lister, C.B. Developers; David Compton, Compton Engineering, and Eric Page, Neel-Schaffer.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Ken Papania, Director, lead the Pledge of Allegiance.

4. Changes to Agenda

Mr. Fairfield requested to add the Swearing-In of the New Directors be added to the Agenda.

5. Swear-In New Directors

New Directors, Marshall Smith, Ken Papania and Kevin Coggin were Sworn-In by Mr. Heidelberg.

6. Officer Elections (Tabled from 5/11/2016) – For Open Positions to Serve Through September

A. President:

Mr. Michael Murphy was elected President.

B. Vice President:

Mr. Marshall Smith was elected Vice-President.

7. Consent Agenda

A. Expenditures, **Exhibit “A”**

B. Purchase Order – Hay Rakes (Kingline), **Exhibit “B”**

C. Purchase Order – Big Point WWTP Repair (Graham), **Exhibit “C”**

D. Purchase Order – Water Well Flow Testing (Lyman), **Exhibit “D”**

E. EPA Surface Treatment Plant, **Exhibit “E”**

8. Discussion – Action Items

A. US Army Section 592 & USDA Rural Development Southern Wholesale Water Supply Project

1. Professional Services – Neel-Schaffer Invoice 1026959-R - \$18,406.25 (BancorpSouth/USDA), **Exhibit “F”**

Mr. Adams made a motion to approve N-S Invoice # 1026959-R for professional services as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

2. Extension and Meter Stations – C. B. Developers Pay App No. 08 - \$156,926.37 (BancorpSouth/COE), **Exhibit “G”**

Mr. Elly made a motion to approve C. B. Developers Pay App No. 08 as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

3. Request for Contract Time Extension – C. B. Developers
(Tabled from May 11, 2015), **Exhibit “H”**

Mr. Elly made a motion to approve Staff recommendation to extend to 07/03/2015 with all paperwork being submitted no later than 06/30/2015. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

B. Professional Services Assistance

1. Request to Engage Michael Baker International at PS 5,
Exhibit “I”

Mr. Adams made a motion to approve request as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

2. Request to Engage Compton Engineering at PS 4, 6, 8 and 21,
Exhibit “J”

Mr. Elly made a motion to approve Task Order #18 as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

3. Revised Task to GEC for Jordan Road Extensions, **Exhibit “K”**

Mr. Shore made a motion to approve Staff request as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

4. Request to Task Construction Phase Response to Army for School Land Road Well to Neel-Shaffer, **Exhibit “L”**

Mr. Adams made a motion to approve request as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

5. Request to Task Burk-Kleinpeter to Commence 30% Design Package, **Exhibit “M”**

Mr. Elly made a motion to approve request as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

6. Discussion Item – API Report on Savannah Pines
Update Only – No Action Taken.

C. Gautier WWTP Upgrade Project

1. Change Order #7 Request for Approval
Item Tabled until next Board Meeting on 06/08/2015.
2. Contractor Hemphill Construction Pay App #5 - \$13,336.99,
Exhibit "N"
Mr. Smith made a motion to approve N-S Invoice # 1025352-A as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

D. US Army Section 219 and USDA Rural Development Big Hill Acres Project

1. Gulf Coast Pump & Equipment, Inc. Invoice \$35,525.00
(BancorpSouth/USDA), **Exhibit "O"**
Mr. Elly made a motion to approve GCP&E Invoice #018033 as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.
2. Neel-Schaffer Invoice 1025352-A \$2,322.50 (Revenue/US Army Credit), **Exhibit "P"**
Mr. Smith made a motion to approve N-S Invoice #1025352-A as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.
3. Neel-Schaffer Invoice 1024785 \$10,747.50 (Revenue/US Army Credit), **Exhibit "Q"**
Mr. Smith made a motion to approve N-S Invoice #1024785 as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.
4. GEC Invoice No. 31 \$12,855.50 (BancorpSouth/USDA),
Exhibit "R"
Mr. Elly made a motion to approve GEC Invoice No. 31 as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

5. GEC Invoice No. 32 \$11,829.00 (BancorpSouth/USDA), **Exhibit "S"**

Mr. Shore made a motion to approve GEC Invoice No. 32 as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

6. Contractor - C. B. Developers Pay App No. 16 \$55,614.09 (BancorpSouth/USDA), **Exhibit "T"**

Mr. Elly made a motion to approve C.B. Developers Pay App No. 16 as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

7. Project Report, **Exhibit "U"**

Update Only – No Action Required.

E. Bell Fontaine CIAP Project

1. GEC Invoice No. 10 \$3,500.00 (CIAP), **Exhibit "V"**

Mr. Adams made a motion to approve GEC Invoice No. 10 as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

2. Evaluation of Timetable, **Exhibit "W"**

Discussion Only – No Action Taken.

F. Attorney

1. Easement Action Item

Mr. Heidelberg updated the Board on Easement matters. No Board action was taken.

2. Report

Mr. Heidelberg updated the Board on Attorney matters. No Board action was taken.

G. CDBG

1. Request for Cash, **Exhibit "X"**

Mr. Elly made a motion to approve RFC as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

9. Other Business – Director Items

A. Cash Position and Finance (Executive Director)

1. Cash Position and Finance Update

The Executive Director presented the Cash Position and Financial report to the Board of Directors. No Board action was taken.

2. Request to Transfer Funds, **Exhibit "Y"**

Mr. Shore made a motion to approve the request to transfer match funds for U.S. Army 219 project as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

B. Draft Wholesale Contract – St. Andrews, **Exhibit "Z"**

Mr. Adams made a motion to approve Staff request as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

C. City of Gautier Letter, **Exhibit "AA"**

Discussion Only – No Action Taken.

D. Insurance, **Exhibit "AB"**

Mr. Murphy made a motion to approve Staff recommendation. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present.

E. IT Support Contract (Executive Director)

Item Tabled until next Board Meeting on 06/08/2015.

F. Other

There were no other items.

10. Executive Session (Requested)

Mr. Fairfield requested Executive Session further discuss personnel matters.

At 6:05 P.M. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

The meeting closed to determine reasons for need of Executive Session. In Closed Session it was determined there was a need to go in to Executive Session to further discuss potential litigation.

At 6:06 P.M., Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Smith and it was unanimously approved by the Board members present.

At 6:09 P.M., Mr. Elly made a motion to go into Executive Session. Mr. Shore seconded the motion and it was unanimously approved by the Board members present. This was announced to the public.

In attendance were: Mr. Murphy; Mr. Smith; Mr. Adams; Mr. Shore; Mr. Elly; Mr. Papania; Mr. Coggin; Mr. Fairfield; Ms. Sistrunk; Mr. Heidelberg, and Ms. McDonald.

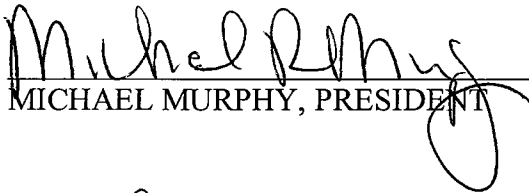
At 6:36 P.M., Mr. Smith made a motion that the Board come out of Executive Session and resume Regular Session. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

No action was taken in Executive Session and the meeting was re-opened to the public.

11. Adjourn

There being no further business to come before the Board, Mr. Elly made the motion to adjourn. Mr. Adams seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 6:38 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8th day of June, 2015.


MICHAEL MURPHY, PRESIDENT


JACKIE ELLY, SECRETARY-TREASURER