

Jackson County Utility Authority  
Regular Meeting  
Board of Directors  
September 14, 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., September 14, 2015, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Michael Murphy, President; Marshall Smith, Vice-President; Jackie Elly, Secretary-Treasurer; and Directors; Wayne Adams, Doug Shore, and Ken Papania. Mr. Kevin Coggin was not able to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Linda Gasaway, Administrative Assistant; Julie Christian, Chief of Finance; Carmen Huckleby, Compliance Officer; Jimmy Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; David Compton, Compton Engineering; Eric Page, Neel-Schaffer; Greg Brown, Pickering; Jim Blevins, Joe Huffman and Freddie Jackson, City of Pascagoula.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Murphy, Board President, lead the Pledge of Allegiance.

4. Changes to Agenda

Mr. Murphy asked if there were any changes to the Agenda. Mr. Fairfield requested that Item 6.N. be corrected to show \$1000.00; add Item 7.D.2. - Big Hill Acres - Additional Surveying Services, and Revise the following Items: 8.A.1. – ETP Draft Permit Renewal and 8.A.2. – Update Title Research and Appraisal.

5. Public Recognition

Mr. Murphy asked if there were any public to be recognized. Pascagoula Mayor, Jim Blevins, and City Manager, Joe Huffman, addressed the Board regarding FY2016 Rate Increase and Bond Issue.

6. Consent Agenda

- A. Expenditures
- B. Minutes – Regular Meeting of August 10, 2015
- C. Minutes – Regular Meeting of August 24, 2015
- D. Graham Construction Invoice No. 2015-34 (\$24,000.00); Invoice 2015-31
- E. Gulf States Engineering Co Invoice No. 084095 (\$1,372.00); 084124 (\$259.00); 084126 (\$43,914.10) – Approved PS Repair Pump Works BXS LOC
- F. Cash Position Report – Information Only
- G. Trustmark Bank – FEMA/MEMA Line of Credit for PW to Complete Storm Repairs on the Hurley WWTP – Confirm 90 Day Renewal of Credit Instrument (Complements Approximately 90 Day Construction Remaining.)
- H. Surrendered Promissory Note and Security Agreement Evidencing JCUA has PAID IN FULL our \$3,835,288.00 BXS SWL C-Loan
- I. Graham Construction Invoice No. 2015-3-01 (\$339,894.14) – Approved PS Repairs BXS LOC
- J. South Water Line Change Order Request – Approval Requested with USDA Concurrence
- K. US Army COE 22 Grant Program – Staff Request to Continue Program Participation to Mitigate Cost to Subscribers
- L. Purchase Request – SPR (\$4,151.20)
- M. Request to Advertise – PS 16

N. Authorize Establishing USDA Required Dedicated Reserve and SLA Account – XFER \$600.00 from Revenue to New Reserve To Open (BXS Business Savings)

Mr. Murphy requested that Item 6.O. be pulled for discussion. Mr. Shore made a motion to approve Items 6.A. – 6.N. as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

O. Past Employee Wait-Time Waiver for HI Premium

1. Mr. Murphy made a motion to deny the request as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.
2. Mr. Murphy made a motion to clarify in the JCUA personnel manual noting any “Former” employee having been off JCUA active employee list for more than one year shall be considered a “New Hire.” Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

7. Discussion – Action Items

A. CDBG Projects W-20 and W-23

1. Requests for Cash

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

2. Greater Gulf Development Payment Requests Totaling (\$42,692.52)

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

3. Increase Construction Oversight GEC

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

B. Western Regional Water Supply (Pickering Firm, Inc.)

1. Authorize Design Contract (With Review Comments from Staff and Legal.)

Mr. Shore made a motion to authorize the Design Contract as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

C. Pump Station Repairs

1. Change Order No. 1 Graham Construction (PS 6 and 21)

Mr. Smith made a motion to approve Change Order No. 1 as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

D. Big Hill Acres USDA Project

1. Contractor Payment Application No. 19 (\$56,746.17)

Mr. Elly made a motion to approve Pay Application No. 19 as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

2. Additional Surveying Services (Est. \$27,500.00)

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

E. Attorney

1. Standard & Poor's

Mr. Elly made a motion to approve Standard & Poor's ratings services agreement as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

2. Accept Trustmark Proposal

Mr. Shore made a motion to accept Trustmark Proposal as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

3. Action Items (If Any)

a. Resolution Evidencing Intent to Issue Combined Water and Sewer System Revenue Bond

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

F. Old Business

1. FY – 2016 Budget

a. Confirm Time for Contractual Comment

Set for next Board Meeting, 09/28/2015 @ 4:00 – Regular Agenda Item

b. Any New Instructions for Staff

There were no new instructions.

8. Other Business – Director Items

A. Executive Director Discussion Items

1. Escatawpa WWTP

The Draft Permit was provided for Directors, No Action Taken.

2. Appraisal Report

Mr. Elly made a motion to approve the request to update the appraisal report and title search. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

B. Other (Directors)

There were no other Business or Director Items discussed.

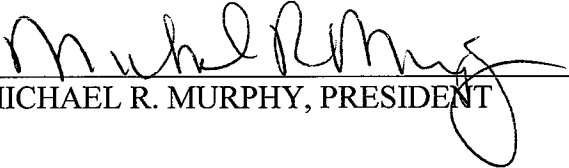
9. Executive Session, if So Moved

It was determined that there is no need for an Executive Session.

10. Adjourn

There being no further business to come before the Board, Mr. Shore made the motion to adjourn. Mr. Papania seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:46 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12<sup>th</sup> day of October, 2015.

  
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MICHAEL R. MURPHY, PRESIDENT

  
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ANDREW J. ELY, SECRETARY-TREASURER