

Jackson County Utility Authority  
Special Meeting  
Board of Directors  
**November 30, 2015**  
1225 Jackson Avenue  
Pascagoula, MS 39567

**MINUTES**

1. Call to Order

The Special meeting of the Board of Directors convened at 4:00 P.M., November 30, 2015, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Michael Murphy, President; Marshall Smith, Vice President; Doug Shore, Vice-Secretary-Treasurer; and Directors; Ken Papania and Kevin Coggin. Mr. Elly 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; Edna Lott, Principal of Accounting; Chase Glisson, Engineer; James Heidelberg and April McDonald, Authority Counsel; Paul Foley, Michael Baker Engineering; David Compton, Compton Engineering; Eric Page, Neel-Schaffer, and Cindy Lamb, Pickering Firm.

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. Agenda was amended.

5. Public Recognition

Mr. Murphy asked if there were any public to be recognized. There were none.

6. Consent Agenda

A. Expenditures, **Exhibit "A"**

B. Adopt Minutes – Regular Meeting of November 9, 2015, **Exhibit "B"**

C. Adopt Minutes – Regular Meeting of November 23, 2015, **Exhibit “C”**

Item 6.D. was pulled for discussion.

Mr. Coggin made a motion to approve Items 6.A. – 6.C. as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

D. Purchase Request – Hurley FM Valves NTE \$8,250.00, **Exhibit “D”**

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

7. Discussion – Action Items

A. R.B Work Items

1. Compton Engineering

a. Authorization to Accept PS 04 Proposal, **Exhibit “E”**

Mr. Coggin made a motion to authorize Executive Director to accept PS 04 proposal as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

b. Authorization to Accept PS 01 Proposal, **Exhibit “F”**

Mr. Coggin made a motion to authorize Executive Director to accept PS 01 proposal as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

c. Engineer’s Final for PS 04 Bypass Construction, **Exhibit “G”**

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

d. PMP Rehabilitation Final Design, Bid & Construction Oversight Contract (BKI, Inc.), **Exhibit “H”**

Mr. Coggin made a motion to approve Year One (1) Oversight Contract as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

B. Authority Business Items

1. **WJWWTP Adjacent Property Valuation, Exhibit "I"**  
Mr. Coggin made a motion to authorize Executive Director to make offer up to appraisal amount. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.
2. **Talla Point SD Review Task Order, Exhibit "J"**  
Mr. Coggin made a motion to approve staff request to subcontract task order review, as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.
3. **CDBG Action Items – Extension, Exhibit "K"**  
Mr. Smith made a motion to authorize Executive Director to send Extension letter. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.
4. **Discuss Customer Service Evaluation Report, Exhibit "L"**  
Update Only, No Action Required.
5. **Authorize First Training Event**  
Update Only, No Action Required.
6. **Elevated Storage Tank CO 3 (USDA), Exhibit "M"**  
Mr. Papania made a motion to approve CO #3 as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.
7. **Neel-Schaffer Contract Mod – (Per MDOT), Exhibit "N"**  
Mr. Smith made a motion to approve contract mod as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.
8. **DWSI SRF Request for Ranking FY – 2017, Exhibit "O"**  
Mr. Smith made a motion to authorize Executive Director to submit FY-2017 Request for Ranking. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present.

C. Attorney

1. St. Andrews Memo of Understanding, **Exhibit "P"**

Mr. Papania made a motion to approve St. Andrews Memo of Understanding. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

2. Other, (If any)

Counsel updated the Board on other Attorney matters. No Board action was taken.

8. Other Business – Director Items

Mr. Murphy asked if there were other Director Items. There were none.

9. Executive Session, if So Moved

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

10. Scheduled Workshop

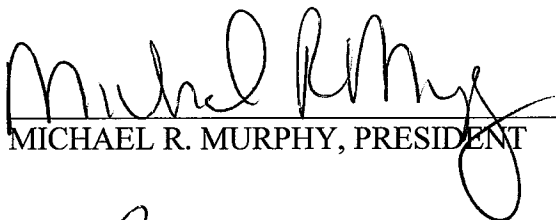
Workshop presentation for Cities set for Thursday, December 10, 2015 at 4:00 P.M.

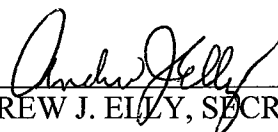
11. Next Regular Meeting Date December 14, 2015

12. Adjourn

There being no further business to come before the Board, Mr. Smith made the motion to adjourn. Mr. Shore seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:30 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 14<sup>th</sup> day of December, 2015.

  
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MICHAEL R. MURPHY, PRESIDENT

  
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ANDREW J. EILLY, SECRETARY-TREASURER