



JACKSON COUNTY UTILITY AUTHORITY

Serving the People...Protecting the Environment

Directors

Kevin Coggin • Jackson County
Thomas Eldridge • Jackson County
Andrew J. Elly • Moss Point
Kevin Miller • Jackson County
Michael R. Murphy • Pascagoula
Jerry Munro • Ocean Springs
Marshall Smith • Gautier

Jackson County Utility Authority Regular Meeting Board of Directors November 27, 2017

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:02 P.M., November 27, 2017, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Kevin Coggin, President; Tommy Eldridge, Vice President; Andrew J. Elly, Vice Secretary-Treasurer; Directors Marshall Smith, and Jerry Munro. Mr. Miller and Mr. Murphy were unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Linda Gasaway, Administrative Assistant; Edna Lott, Accounting Principal; Chase Glisson, Engineering Manager; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; Greg Brown, Pickering; Chuck Starling, Kimley-Horn, Rob Bredberg, BKI, and Paul Foley, Michael Baker.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Tommy Eldridge, Vice President, led the Pledge of Allegiance.

4. Changes to Agenda

Mr. Coggin asked if there were any changes to the Agenda. Mr. Fairfield requested Item 7.G.2. – Frank Turner Construction Periodic Estimate No. 2 - \$137,100.89 be added to the Agenda.

5. Public Recognition

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

6. Consent Agenda

A. Restore Act Spending – Report Only, **Exhibit “A”**

B. Stored Materials – Report Only, **Exhibit “B”**

Mr. Munro made a motion to accept the Consent Agenda as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

7. Discussion Agenda

A. Expenditures, **Exhibit “C”**

Following review, questions and discussion, Mr. Eldridge made a motion to approve Expenditures as presented. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

B. Highway 57 (MDOT) Professional Services Neel Schaffer W= \$2,380.00 & S= \$8,003.00, **Exhibit “D”**

Mr. Munro made a motion to approve Neel Schaffer professional services as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

Mr. Smith entered meeting at 4:12 P.M.

C. Repair Excavations at PMP and Hanshaw Road Concerns, **Exhibit “E”**

Mr. Munro made a motion to approve repair excavations as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

D. Engineer – Project Action

1. Bond – Graham Construction (PS 28) Payment Application #7 for \$135,365.00 and Payment Application #8 for \$126,281.13, **Exhibit “F”**

Mr. Munro made a motion to approve Payment App #7 and #8 as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

2. Bond – Consider Year 2 Actions for PMP and ETC, **Exhibit “G”**

Rob Bredberg with BKI, presented a brief description of the Base Bid and two Alternates to the Board. Contract stipulates the two choices are Base Bid plus Alternate 1 alone or Base Bid plus both Alternates. Alternate 1 is considered critical; therefore, Staff recommendation is Base Bid plus Alternate 1.

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

3. Bond Payment Summary, **Exhibit “H”**

Mr. Munro made a motion to approve Bond Payment Summary as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board Members present.

E. DEQ SRF Highway 63 – Necaise Bros. PA # 17 \$157,465.33, **Exhibit “I”**

Mr. Smith made a motion to approve Pay App #17 as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

F. DEQ SRF Highway 63 – Compton Engineering \$24,017.50, **Exhibit “J”**
Mr. Eldridge made a motion to approve Compton Engineering Invoice No. 214-090.001-27 as presented. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

G. Western Regional Water System Improvements, Phase I

1. Pickering \$61,608.47 & \$29,878.54, **Exhibit “K”**

Mr. Elly made a motion to approve Pickering Invoice No. 0082013 for Professional Services as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board Members present.

2. Frank Turner Construction Periodic Estimate No. 2 - \$137,100.89, **Exhibit “L”**

Mr. Elly made a motion to approve payment of Estimate No. 2 as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

H. Policy Change HR/ER Tabled from 11/13/2017, **Exhibit “M”**

Following discussion and questions, Mr. Munro made a motion to approve Personnel Manual Revision as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board Members present.

I. Other, If Any

Mr. Coggin asked if there were any additional Discussion Items. There were none.

8. Board Attorney

A. Report

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

B. Other, If Any

Mr. Coggin asked if there were any additional Attorney Items. There were none.

9. Director Items

A. Set December Meeting Schedule – One Meeting Only, December 18, 2017.

Mr. Munro made a motion to reschedule the December 11, 2017 and December 25, 2017 to one Board Meeting on December 18, 2017. Mr. Smith seconded the motion and it was unanimously approved by the Board Members present.

B. Other, If Any

Mr. Coggin asked if there were any additional Director Items. Mr. Fairfield requested the Board’s assistance regarding the Administration Manager position. Mr. Coggin suggested the Compensation Committee assist in this matter and requested that Mr. Elly take his place on the committee regarding this matter.

Mr. Munro inquired about the MSRWA Director Training. Mr. Fairfield confirmed that he will be attending the Director Training in Hattiesburg, MS on December 12, 2017, or an early 2018 date if necessary to avoid schedule conflicts.

10. Executive Session (If, Requested)

Mr. Coggin asked if there was a need for Executive Session. There was none.

11. Adjourn

There being no further business to come before the Board, Mr. Elly made the motion to adjourn. Mr. Eldridge seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:04 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 18th day of December, 2017.



KEVIN COGGIN, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER