



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
April 23, 2018

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., April 23, 2018, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Kevin Coggin, President; Tommy Eldridge, Vice President; Kevin Miller, Secretary-Treasurer. Directors Elly and Murphy were unable to attend. Directors Jerry Munro and Marshall Smith had not arrived yet. It was determined there was not a quorum at this time.

Also present were: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Scott McElroy, Finance/Admin Director; Linda Gasaway, Administrative Assistant; Edna Lott, Accounting Principal; Chase Glisson, Engineering Manager; Carrie Dennis, O&M Superintendent; Derek Bullock, Project Manager; Lynette Hardin, Accountant Assistant; Robert Brown, Operator; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster and Patrick Flannery, Arcadis; Eric Page, Neel-Schaffer; Greg Brown and Charles Capdepon, Pickering, and Jason Gault, Kimley-Horn.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Miller, Secretary/Treasurer, led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Director Coggin asked if there were any changes to the Agenda. Mr. Fairfield requested the following items be added: Handout for Item 8.C.3.; Item 8.C.4. – Resolution-Jordan Road Sewer Project, and Item 8.E. – Resolution-Authorize Executive Director to Open Revolving Bank Account to Reimburse MDES for Unemployment Benefit Payments.

5. Employee Recognition

Board President, Kevin Coggin, recognized Robert Brown and Lonnie Hanna for 15 years of service. Mr. Brown was presented a plaque. Mr. Hanna was unable to attend.

6. Public Recognition

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

Director Munro entered the meeting at 4:12 P.M. It was determined there was a quorum at this time.

7. Pre-Treatment Discussion and Proposal to Continue Ordinance Work, **Exhibit “A”**
Mr. Fairfield presented the request, explained the need for the proposed contract, and answered questions. Director Miller made a motion to approve the contract with Civil-Link as presented. Director Eldridge seconded the motion. Following discussion, the motion carried with a unanimous vote by the Board Members present.

8. Discussion Agenda

- A. Expenditures, **Exhibit “B”**

- Director Munro made a motion to approve the Expenditures as presented. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present.

- B. Bond Project Action

1. Payments – Requisition 44 Totaling \$27,200.19, **Exhibit “C”**

- Director Munro made a motion to approve Bond Payment Request No. 44 as presented. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

2. Supplemental Implemental Improvement ETP PS Upgrade to Submersible Pumps \$25,600 (w/ Owner Furnished Replacement Pumps from General Pump) , **Exhibit “D”**

- Director Miller made a motion to approve the request to purchase two new pumps and salvage the old pumps, as presented. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

3. Improvement to Pinehurst Lift Station, **Exhibit “E”**

- Director Eldridge made a motion to approve the requested improvements to the St. Andrews – Pinehurst Subdivision Lift Station as presented. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

4. Other, If Any

- Director Coggin asked if there any other Bond Project Items. There were none.

- C. SRF Action

1. WRWS Phase 1 Pickering Invoice \$102,648.05 for Professional Services, **Exhibit “F”**

- Director Munro made a motion to approve Pickering Invoice No. 82694 for Professional Services as presented. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present.

2. Update Phase II Ranking Request (As discussed in last meeting), Director Miller made a motion to authorize Executive Director Fairfield to submit application for New Ranking Request. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.
3. Resolution to Set Just Compensation for Easements, **Exhibit “H”**
Director Eldridge made a motion to approve Resolution as presented. Director Miller seconded the motion. The Resolution was adopted with a unanimous vote by the Board Members present.
4. Resolution – Jordan Road Sewer Project, **Exhibit “I”**
Director Miller made a motion to approve Resolution to increase scope of work and acceptance of a permanent utility easement for Jackson County, MS for the Jordan Road Sewer Project, as presented. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.
5. Other, If Any
Director Coggin asked if there any other SRF Action Items. There were none.

D. MDOT Action

1. MDOT Statement and Notice for Black Creek Crossing, **Exhibit “J”**
Executive Director Fairfield updated the Board regarding the MDOT acknowledgment of the JCUA/Moss Point Notice for Black Creek Crossing agreement. Update only, no action was required.
2. Revised Professional Services Agreement for Black Creek Crossing with Neel Schaffer, **Exhibit “K”**
Director Munro made a motion to approve Task Order 16-Revised as presented. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present.
3. Revised MDOT Agreement for Black Creek Crossing, **Exhibit “L”**
Director Eldridge made a motion to approve the supplemental MDOT Wastewater agreement for the Black Creek Crossing, as presented. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present.
4. Other, If Any
Director Coggin asked if there were any other MDOT Action Items. There were none.

E. Resolution – Authorize to Open Revolving Bank Account to Reimburse MDES for Unemployment Benefits Payment, **Exhibit “M”**

Director Miller made a motion to authorize Executive Director Fairfield to Open a Revolving Fund Account to Reimburse the MDES for Unemployment Benefits Paid, as required by Section 71-5-357 of the MS Employment Security Law, and adopt the Resolution as presented. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

F. Other, If Any

Director Coggin asked if there were any other Discussion Agenda Items. There were none.

9. Board Attorney

A. Report

Counsel updated the Board on Attorney matters and requested Executive Session to discuss Litigation Matters. No Board action was taken.

B. Other, If Any

Director Coggin asked if there were any other Board Attorney Items. There were none.

Director Smith entered the meeting at 4:43 P.M.

10. Director Items

Director Coggin asked if there were any Director Items. There were none.

11. Executive Session, If Needed

At 4:44 P.M., Director Miller made a motion to go into Closed Session to discuss issues regarding Litigation matters for possible Executive Session. Director Smith seconded the motion. The motion carried with a unanimous vote 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 discuss legal and personnel matters.

At 4:45 P.M., Director Miller made the motion to come out of Closed Session. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 4:47 P.M., Director Eldridge made a motion to go into Executive Session. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

In attendance were: Director Coggin; Director Eldridge; Director Miller; Director Munro; Director Smith; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 5:09 P.M., Director Miller made a motion that the Board come out of Executive Session, resume Regular Session. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 5:10 P.M., the meeting was re-opened to the public and regular session resumed.

12. Announce Date and Time of May Meetings

A. May 7, 2018 (Was May 14, 2018)

B. May 21, 2018 (Was May 28, 2018 Memorial Day)

C. Or May 14, 2018 (Only)

Due to the Memorial Day Holiday on Monday, May 28, 2018, the Board Elected to have one Board Meeting in May on Monday, May 14, 2018.

13. Response to City of Ocean Springs, Exhibit "N"

Director Munro made a motion to Authorize Mr. Heidelberg to draft a letter and respond to the City of Ocean Springs acknowledging the Authority's agreement to certain cooperative efforts regarding water supply and documentation of expenses. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

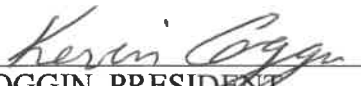
14. Transfer of Funds to New Revolving Employment Security Account, Exhibit "O"

Director Miller made a motion to Authorize Executive Director Fairfield to transfer \$15,000 from the Reserved Fund Account to the new Revolving Employment Security Account. Director Eldridge seconded the motion. The motion was carried with a unanimous vote by the Board Members present.

15. Adjourn

There being no further business to come before the Board, Director Munro made the motion to adjourn. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 5:14 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 14th day of May, 2018.



KEVIN COGGIN, PRESIDENT



ANDREW J. ELLY, VICE SECRETARY-TREASURER