

Jackson County Utility Authority
Regular Meeting
Board of Directors
December 8, 2014
1225 Jackson Avenue
Pascagoula, MS 39567

AGENDA

1. Call to Order

The regular scheduled meeting of the Board of Directors convened at 4:00 P.M., December 8, 2014, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Brad Bradford, President; Randy Bosarge, Vice-President; Jackie Elly, Secretary-Treasurer; Michael Murphy, Vice Secretary-Treasurer; and Directors; Wayne Adams; Doug Shore, and Marshall Smith. It was determined there was a quorum.

Also present were: Tommy Fairfield, Jr., Executive Director; Edna Lott, Principal of Accounting; Linda Gasaway, Administrative Assistant; Tara Sistrunk, H.R. Manager; Chase Glisson, Engineer; Jimmy Heidelberg and April McDonald, Authority Counsel; Eric Page, Neel-Schaffer; Greg Brown, Pickering Firm; Pete McMaster, Arcadis; Helen Adams Morales and David Upton, Thompson Engineering; David Compton, Compton Engineering; George Zorn and Rob Bredberg, Burk-Kleinpeter.

2. Invocation

Executive Director, Tommy Fairfield, presented the invocation.

3. Pledge of Allegiance

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

4. Changes to Agenda

Mr. Bradford asked if there were any changes to the Agenda. There were none.

5. Public Recognition

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

6. Consent Agenda

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

B. Minutes – Regular Meeting of November 10, 2014, **Exhibit "B"**

C. Minutes – Regular Meeting of November 24, 2014, **Exhibit "C"**

D. MDEQ Inspection Reports for ETP and WJCTP, **Exhibit "D"**

E. Letter Response to Ms. Martin, **Exhibit “E”**

F. Purchase Request – Community Assistance Proposal, **Exhibit “F”**

G. MEMA – Katrina Closeout Notice, **Exhibit “G”**

Mr. Murphy made a motion to approve Consent Agenda, Items A – G, as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

7. Discussion – Action Items

A. Final Odor Study Report , **Exhibit “H”**

Information Only.

B. PMP Plant Proposal (BKI) – Task Order Approach, **Exhibit “I”**

Meeting will be scheduled in January of 2015 at PMP Treatment Plant.

C. US Army COE Section 592 and USDA Rural Development Southern Wholesale Water Supply Project

1. Griner Well Drilling Payment Applications 5 & 6, **Exhibit “J”**

2. Professional Services Invoice 1014023-R, **Exhibit “K”**

3. Professional Services Invoice 1021167, **Exhibit “L”**

4. Professional Services Invoice 1020027, **Exhibit “M”**

Mr. Shore made a motion to approve Staff recommendations of Items 7.C.1. – 7.C.4. and associated inter-fund loans, as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

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

1. USDA Professional Services Invoice No. 26, **Exhibit “N”**

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

2. Change Order 1, **Exhibit "O"**

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

3. **Construction Payment Application No. 10, Exhibit "P"**
Mr. Elly made a motion to approve Staff recommendation as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.
4. **Request to Increase Contract One Value by \$15,000 (NTE) – Reflects need for Engineering support for changes to pipe re-route**
Mr. Murphy made a motion to approve \$15,000 increase of contract value. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.
5. **Neel-Schaffer Well Task Order, Exhibit "Q"**
Mr. Murphy made a motion to approve staff recommendation as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

E. CDBG

1. **Request for Cash, Exhibit "R"**
Mr. Bosarge made a motion approve request for cash as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.
2. **Other Items – Reports**
There were no other CDBG items.

F. Professional Services Task Proposals – Thompson

1. **Financial Planning, Exhibit "S"**
Mr. Bosarge made a motion to approve proposal as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.
2. **Request for Information, Exhibit "T"**
Mr. Elly made a motion to approve proposal for public information support services as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.
3. **Business Development, Exhibit "U"**
Mr. Bosarge made a motion to approve proposal to provide management consulting needs as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.

G. Savannah Pines Evaluation Proposal, **Exhibit "V"**

Mr. Shore made a motion to approve proposal as presented and authorization for Executive Director to sign agreement when/if Savannah Pines signs their agreement. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

H. Professional Services – Pump Stations 24 and 25, **Exhibit "W"**

Tabled pending additional information to be presented at 12/22/2014 Board Meeting.

I. Attorney Items

1. Attorney Update(s)

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

2. Hwy. 57 Utility Relocation Easement Purchase – Resolution, **Exhibit "X"**

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

8. Other Business – Director Items

A. BHA – U.S. Army Billing

Mr. Fairfield updated the Board on BHA – US Army credit and retail billing regarding East and West meters.

B. Ocean Springs High School Tank

Mr. Bosarge requested an update on the Ocean Springs High School Tank

C. Public Records Request, **Exhibit "Y"**

Mr. Bosarge made a motion to approve Task Order as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.

D. Bond , **Exhibit "Z"**

Mr. Murphy made a motion to approve Bond Counsel, Underwriter Counsel and Underwriter as presented. Mr. Bosarge seconded the motion and it was unanimously approved by the Board members present.

9. Executive Session (Requested)

Mr. Fairfield requested Executive Session to further discuss personnel and potential litigation issues.

At 5:08 p.m. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Bosarge 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 personnel and potential litigation.

At 5:09 P.M., Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Bosarge and it was unanimously approved by the Board members present.

At 5:10 P.M., Mr. Murphy made a motion to go into Executive Session. Mr. Smith seconded the motion and it was unanimously approved by the Board members present. This was announced to the public.

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

At 5:25 P.M., Mr. Elly made a motion that the Board come out of Executive Session and resume Regular Session. Mr. Bosarge 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.

8. Resumed

E. Personnel, **Exhibit "AA"**

Mr. Bosarge made a motion to approve the Personnel Adjustments noted in the recommendation and discussion. Mr. Seconded the motion and it was unanimously approved by the Board members present.

10. Adjourn

There being no further business to come before the Board, Mr. Elly made the motion to adjourn. Mr. Bosarge seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:27 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 22nd day of December, 2014.



RANDY BOSARGE, VICE PRESIDENT



JACKIE ELLY, SECRETARY-TREASURER