

Jackson County Utility Authority
Regular Meeting
Board of Directors
June 8, 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., June 8, 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; Ken Papania, and Kevin Coggin. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Talbert Rea, General Manager; Edna Lott, Principal of Accounting; Linda Gasaway, Administrative Assistant; Tara Sistrunk, H.R. Manager; Chase Glisson, Engineer; Jimmy Heidelberg and April McDonald, Authority Counsel; Pete McMaster and Chuck Starling, Arcadis; Greg Brown, Pickering; Joshua Brick and Dennis Reeves, Neel-Schaffer, and David Compton, Compton Engineering.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Elly, Secretary-Treasurer, lead the Pledge of Allegiance.

4. Changes to Agenda

Mr. Murphy asked if there were any changes to the Agenda. There were no changes.

5. Public Recognition

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

6. Regional Board Action

Mr. Shore made a motion to elect Mr. Michael Murphy to act as the JCUA Representative on the Region Utility Board and Mr. Tommy Fairfield act as the Alternate Representative. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

JCUA MISSION: Lead Jackson County in a unified, efficient approach in the protection of public health and the environment by providing consistent, quality water, wastewater, and environmental services to ensure the wise beneficial use of public resources.

7. Consent Agenda

- A. Expenditures, **Exhibit “A”**
- B. Minutes – Regular Meeting of May 11, 2015, **Exhibit “B”**
- C. Minutes – Regular Meeting of May 26, 2015, **Exhibit “C”**
- D. Purchase Order – Pump Station #9 Meter Repair, **Exhibit “D”**
- E. Take Home Vehicle List – Report Only, **Exhibit “E”**
- F. Utility Services Water Supply Contract, **Exhibit “F”**
- G. Pump Station #24 and #25 – Request to Advertise, **Exhibit “G”**
- H. SWP Hose to Pipe Change Order No. 4, **Exhibit “H”**
Mr. Adams made a motion to approve Items 7.A. – 7.H. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

8. Discussion – Action Items

- A. GTP – Change Order No. 7 (Tabled from last meeting.), **Exhibit “I”**
Mr. Shore made a motion to approve Change Order No. 7 as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.
- B. Open General Services Contract – Engineer’s Recommendation, **Exhibit “J”**
Mr. Elly made a motion to accept Engineer’s recommendation as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.
- C. Pump Station #15 Repairs – Engineer’s Recommendation, **Exhibit “K”**
Mr. Coggin made a motion to accept Engineer’s recommendation to reject all bids. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

D. Initial Report from Alan Plummer Associates on Savannah Pines PS and Old Fort Bayou Force Main Provided for Review, **Exhibit "L"**
Update Only – No Action Required.

E. CDBG

1. Change Order No. 1 – Approved by DEQ, **Exhibit "M"**
Discussion Only – No Action Required.

2. Request for Cash, **Exhibit "N"**
Mr. Papania made a motion to approve request as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

F. Response from Member Agencies Regarding High Flow Events, **Exhibit "O"**
Discussion Only – No Action Required.

G. Update on COE 592 Projects

1. Southern Water Supply

a. Grant Position
Update Only – No Action Required.

b. NSI Request for Additional Construction Services Value, **Exhibit "P"**
Mr. Shore made a motion to approve request as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

2. Colonial Estates
Discussion Only – No Action Taken.

H. Attorney

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

9. Other Business – Director Items

A. Personnel Action Items

Item was tabled for consideration in Executive Session.

B. Other

The Board Members and Executive Director Executed new signature cards for Bancorp South Accounts.

10. Executive Session (Requested)

Mr. Fairfield requested Executive Session further discuss personnel matters.

At 5:31. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Adams 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 matters.

At 5:33 P.M., Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Shore and it was unanimously approved by the Board members present.

At 5:35 P.M., Mr. Coggin 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. Murphy; Mr. Smith; Mr. Adams; Mr. Shore; Mr. Elly; Mr. Papania; Mr. Coggin; Mr. Fairfield; Ms. Sistrunk; Mr. Heidelberg, and Ms. McDonald.

At 6:01 P.M., Mr. Shore made a motion that the Board come out of Executive Session and resume Regular Session. Mr. Smith 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.

11. Personnel Items

A. New Position

Mr. Coggin made a motion to establish and fill the position of Finance Chief (CFO). (Position will follow MAWS and ECUA salary range from most recent USM study and may be filled immediately.) Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

B. Insurance Review, Exhibit "Q"

Mr. Papania made a motion to extend the current health insurance package for a year and allow retiree option as recommended by Staff review. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.


C. Customer Service Department Consolidation

Mr. Shore made a motion to accept Staff and Utilities Unlimited recommendation to consolidate Customer Service Department in the Vancleave facility by October 1, 2015. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

12. Adjourn

There being no further business to come before the Board, Mr. Papania made the motion to adjourn. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 6:06 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 13th day of July, 2015.



MICHAEL MURPHY, PRESIDENT



JACKIE ELLY, SECRETARY-TREASURER