

## **Jackson County Utility Authority**

Regular Meeting  
Board of Directors  
**November 9, 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., November 9, 2015, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Michael Murphy, President; Andrew J. Elly, Secretary-Treasurer; Doug Shore, Vice-Secretary-Treasurer; and Directors; Ken Papania and Kevin Coggin. Mr. Smith was not able to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Linda Gasaway, Administrative Assistant; Talbert Rea, General Manager; Tara Sistrunk, H.R. Manager; Julie Christian, Chief of Finance; Edna Lott, Principal of Accounting; Chase Glisson, Engineer; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Cindy Lamb, Pickering Firm; David Compton, Compton Engineering; Eric Page, Neel-Schaffer; Paul Foley, Michael Baker Engineering, and George Peart, Gulf States Engineering.

#### **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. Mr. Fairfield requested the following items be added to the agenda: 7.D.3. – 2015 Holiday Season / Governor's Proclamation; 7.D.4. – BancorpSouth Promissory Note – Paid; 7.D.5. – PS# 4 – Compton Eng. C.O. #6, and 7.D.6. – Hwy 63 Sewer Force Main – Compton Eng. Invc. # 214-090.001-7.

#### **5. Public Recognition**

Mr. Murphy asked if there were any public to be recognized. Mr. Fairfield served as proxy for Jackson County resident, Robert Balzli, requesting that JCUA figure out a way to prevent storm overflow from going onto his property. Mr. Coggin made a motion to authorize Executive Director to get a plan and proposal to prevent storm overflow onto Mr. Balzli's property. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

6. Consent Agenda

- A. Expenditures, **Exhibit “A”**
- B. Minutes – Special Meeting of October 5, 2015, **Exhibit “B”**
- C. Minutes – Regular Meeting of October 12, 2015, **Exhibit “C”**
- D. Minutes – Workshop Meeting of October 21, 2015, **Exhibit “D”**
- E. Minutes – Regular Meeting of October 26, 2015, **Exhibit “E”**
- F. Engineering Task Order #1 – Construction Administration for the Helena Ground Storage Tank, **Exhibit “F”**
- G. Service Contract for Wastewater Pumps – Authorize, **Exhibit “G”**
- H. Purchase Order – WJC Effluent Valves, **Exhibit “H”**
- I. Purchase Order – Chlorine Gas Detection, **Exhibit “I”**
- J. Purchase Order – Dissolved Oxygen Analyzer WJCTP, **Exhibit “J”**
- K. Purchase Order – Bar Screen System Rehabilitation ETP (BXS LOC), **Exhibit “K”**
- L. Purchase Order – WJC Land Treatment Operations – Mowing and Conditioning, **Exhibit “L”**
- M. Purchase Order – PS 14 Pump Repair, **Exhibit “M”**
- N. Purchase Order – GTP Handrails (BXS LOC), **Exhibit “N”**

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

7. Discussion – Action Items

A. CDBG Projects W-20 and W-23

- 1. Retention – CO Action (If Any)  
Discussion Only, No Action Required.

2. Greater Gulf Development Payment Request No. 5 - Jordan Road (\$7,073.70) BXS, **Exhibit "O"**

Mr. Elly made a motion to approve Payment Request No. 5 as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

3. Other (If Any)

Mr. Murphy asked if there were other CDBG Project Items. There were none.

#### B. FEMA/MEMA Hurley Decentralized Rehabilitation

1. Contractor Payment Application #4 (\$90,432.50) TMK, **Exhibit "P"**

Mr. Shore made a motion to approve Payment Application #4 as presented and Authorize Payment Draw. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

2. Other (If Any)

Mr. Murphy asked if there were other FEMA/MEMA Items. There were none.

#### C. Pump Station Repairs

1. Extend Under Advisement Period for PS 24 and PS 25 Bids, **Exhibit "Q"**

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

2. Other (If Any)

Mr. Murphy asked if there were other Pump Station Repair Items. There were none.

#### D. Authority Business

1. Vehicle Policy Update, **Exhibit "R"**

Mr. Coggin made a motion to approve Vehicle Policy Update as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

Mr. Shore made a motion to Add Reading Text Messages is prohibited to the above vehicle policy update. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

2. WJC Plant Assessment Report – Information Only, **Exhibit "S"**  
Discussion Only, No Action Required.
3. 2015 Holiday Season / Governor's Proclamation, **Exhibit "T"**  
Mr. Elly made a motion to approve Governor's Proclamation as an Amendment to JCUA's Holiday Schedule. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present.
4. BancorpSouth Promissory Note – Paid, **Exhibit "U"**  
Records Only, No Action Required.
5. PS# 4 – Compton Eng. C.O. #6 and #7, **Exhibit "V"**  
Mr. Elly made a motion to approve Change Order #6 and #7 Final Payout and Final Acceptance as presented. Mr. Shoe seconded the motion and it was unanimously approved by the Board members present.
6. Hwy 63 Sewer Force Main – Compton Eng. Invc. # 214-090.001-7, **Exhibit "W"**  
Mr. Papania made a motion to approve Invoice #214-090.001-7 as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

E. Attorney

1. Banking Resolutions
  - a. First Federal, **Exhibit "X"**  
Mr. Elly made a motion to Authorize Executive Director to open public funds account with First Federal Savings & Loan. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.
  - b. Merchants and Marine, **Exhibit "Y"**  
Mr. Coggin made a motion to Authorize Executive Director to close the CDBG account at Merchants & Marine Bank. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.
2. End Seal Review, **Exhibit "Z"**  
Update Only, No Action Required.

3. Bond Actions

Update Only, No Action Required.

4. Other

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

8. Other Business – Director Items

A. Set Workshop Date (Pre-Treatment)

Workshop was set for December 10, 2015 at 3:00 P.M.

B. Other (Directors)

Mr. Shore discussed the Apple Snail issue and requested staff contact the Jackson County ADC to inquire about having ADC inmates help with the Apple Snail clean-up. Mr. Fairfield stated that he would contact the county regarding this and update board once the information has been obtained.

9. Executive Session, if So Moved

Mr. Fairfield requested Executive Session.

At 4:47 P.M. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Shore 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 discuss potential consolidation items.

At 4:50 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 4:51 P.M., Mr. Coggin made a motion to go into Executive Session. Mr. Papania 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. Shore; Mr. Elly; Mr. Papania; Mr. Coggin; Mr. Fairfield, 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. Coggin seconded the motion and it was unanimously approved by the Board members present.

The meeting was re-opened to the public.


10. Valuation Summary Report, **Exhibit "AA"**

Executive Director and Compton Engineering presented the valuation report summary to the Board of Directors. Mr. Shore made a motion to accept the report as submitted. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

11. Adjourn

There being no further business to come before the Board, Mr. Elly made the motion to adjourn. Mr. Papania seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:22 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 30<sup>th</sup> day of November, 2015.

  
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MICHAEL R. MURPHY, PRESIDENT

  
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ANDREW J. ELLY, SECRETARY-TREASURER