

Jackson County Utility Authority
Regular Meeting
Board of Directors
January 25 & 26, 2016
1225 Jackson Avenue
Pascagoula, MS 39567

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., January 25, 2016, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Michael Murphy, President; Marshall Smith, Vice President; Andrew J. Elly, Secretary-Treasurer; Doug Shore, Vice-Secretary-Treasurer; and Directors, Kevin Coggin and Ken Papania. It was determined there was a quorum.

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

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.A.2. – Request for Ranking; 7.A.3. – COE 22 Funding – Planning Assistance to States; 7.A.4. – Professional Services-BHA-Inv. No. 40; 7.A.5. – GEC Change Order No. 5; 7.A.6. – Pascagoula Water/Sewer Rates; 7.A.7. – HCUA Update, and 12.B. – So. Marsh Phase 3: Infrastructure Donation

5. Public Recognition

Mr. Heidelberg introduced Mr. Kevin Miller, recently Appointed to Jackson County Utility Authority as a Director for Jackson County.

6. Consent Agenda

A. Purchase Request – Annual Storm Water Prevention Training,
Exhibit “A”

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.

- B. Holiday Declaration, **Exhibit “B”**
- C. MDEQ Inspection Report – PMP WWTP, **Exhibit “C”**
- D. Purchase Request – Top Floor (Old Lab Space), **Exhibit “D”**
- E. Resolution for Purchase of Easement (Timber Lane), **Exhibit “E”**
- F. Expenditures, **Exhibit “F”**
- G. Task Order #7, **Exhibit “G”**
- H. Task Order #8, **Exhibit “H”**
- I. PS #17 (Moss Point) Pump Replacement, **Exhibit “I”**
- J. Training Request PMP BF Press, **Exhibit “J”**
Mr. Murphy requested Item 6.D. be pulled and tabled for the next Board Meeting on Monday, February 8, 2016.

Mr. Coggin made a motion to approve Items 6.A. – 6.C and 6.E – 6.J. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

7. Discussion – Action Items

A. Authority Business

1. Updates to Vehicle Policy

Mr. Coggin made a motion to approve request to authorize Accounting to update the Fringe Benefit Value for “Take Home: Vehicles to \$20.00 per pay period to comply with 2016 IRS Rules. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

2. WPCRLF “Ranking-FY 2016, **Exhibit “K”**”

Mr. Elly made a motion to approve authorization for Executive Director to sign updated request for Ranking, accept Bid Tabulation and Engineer’s recommendation, and provide Match Funding from Bond. Mr. Smith seconded the motion, Mr. Murphy requested confirmation from Staff that the Project and Funds are “Regional”, Staff confirmed. After discussion it was unanimously approved by the Board members present.

3. COE 22 Funding-Planning Assistance to States, **Exhibit “L”**
Mr. Papania made a motion to approve authorization for Executive Director to sign Authorization of Agreement for Amendment No. 3 and Budget Mod as presented and provide the Match Funds for the Grant. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.
4. Professional Services-GEC Invc. No. 40, **Exhibit “M”**
Mr. Shore made a motion to approve GEC Invoice No. 40 as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.
5. BHA – Change Order No. 5 (C.B. Developers), **Exhibit “N”**
Mr. Coggin made a motion to approve Change Order No. 5 as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.
6. Pascagoula Water / Sewer Rates
The Staff presented a copy of the Published Charged Ordinance for the City of Pascagoula and Wastewater Treatment Charge for the City of Gulfport. No Action Required.
7. HCUA Update
Discussion Only, No Action Required.
8. Other, If Any
Mr. Murphy asked if there were other Action Items. There were none.

B. Attorney

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

8. Other Business – Director Items

Mr. Murphy asked if there were other Director Items. There were none.

9. Executive Session, if So Moved

Executive Director requested Executive Session regarding personnel matters.

At 5:45 P.M. Mr. Shore made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Smith 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 personnel matters.

At 5:46 P.M., Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Coggin and it was unanimously approved by the Board members present.

At 5:47 P.M., Mr. Shore 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. Elly; Mr. Shore; Mr. Papania; Mr. Coggin; Mr. Miller; Mr. Fairfield, Ms. Gasaway, Ms. Sistrunk, Mr. Heidelberg and Ms. McDonald.

At 5:53 P.M., Mr. Smith made a motion that the Board come out of Executive Session, resume Regular Session and, all matter of business undertaken in Executive Session be brought forward. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

The meeting was re-opened to the public.

10. Request to Change JCUA Pay Day

Mr. Shore made a motion to approve request to change pay day from Wednesday to Friday over a two month period, an initial one month notice with the first month changing from Wednesday to Thursday and the second month changing from Thursday to Friday. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

11. Suspend Meeting Until 4:00 PM Tuesday January 26, 2016

Mr. Elly made a motion to suspend the meeting at 6:00 P.M. until 4:00 P.M. on Tuesday, January 26, 2016. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

12. Resume Meeting Tuesday January 26, 2016

At 4:09 P.M., Mr. Murphy called the meeting to order.

13. Discussion – Action Items

A. Authority Business – Continued

1. Engineering – Pickering Task Order No. 20, **Exhibit "O"**

Mr. Smith made a motion to approve Task Order No. 20 as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

2. Engineering – GEC Task Order No. 5, **Exhibit "P"**

Mr. Shore made a motion to approve Task Order No. 5 as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

B. Southern Marsh-Phase 3: Infrastructure Donation, **Exhibit "Q"**

Mr. Papania made a motion to accept the Bond from Developer in the amount agreed. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

C. Other, If Any

Mr. Murphy asked if there were other Action Items. There were none.

14. Director Items

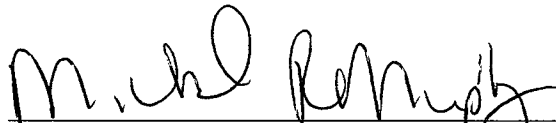
A. Mr. Steve Edds, Ms. Sue Fairbank, and Ms. Lindsey Rea presented the Final 2016 Bond Document.

B. Mr. Murphy asked if there were other Director Items. There were none.

15. Adjourn

There being no further business to come before the Board, Mr. Elly made the motion to adjourn. Mr. Shore seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 4:24 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8th day of February, 2016.



MICHAEL R. MURPHY, PRESIDENT



ANDREW J. ELLY, SECRETARY-TREASURER