

Jackson County Utility Authority  
Regular Meeting  
Board of Directors  
**March 14, 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., March 14, 2016, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Michael Murphy, President; Marshall Smith, Vice President; Jackie Elly, Secretary-Treasurer; Doug Shore, Vice-Secretary-Treasurer; and Directors, Ken Papania and Kevin Miller. Mr. Coggin was unable to attend. 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; Chase Glisson, Engineer; Carrie Dennis, Wastewater Operations Manager; Morgan Pitts, Environmental Compliance Officer; James Heidelberg and April McDonald, Authority Counsel; Chuck Starling and Pete McMaster Arcadis; Maria Yudas and Clay Warren, Caldwell; Eric Page, Neel-Schaffer; David Compton, Compton Engineering; Alan Doyle, St. Andrews HOA; Tasha C. Brown, WJCUD; Jim Blevins, Mayor – City of Pascagoula; Steve Hooper, Water Co. of America, Greg Brown and Cindy Lamb, Pickering.

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 Item 6.D. be pulled, to be updated at next Board Meeting; replace Item 7.A.2. with updated copy, and add Item 7.B.3. – Utility Services Resolution.

5. Public Recognition

Mr. Murphy asked if there were any public to be recognized. Mr. Alan Doyle, St. Andrews HOA President addressed Board, requested a meeting regarding JCUA acquiring St. Andrews Water and Sewer, Inc.

Jim Blevins, Mayor – City of Pascagoula, addressed Board encouraging Board/Staff to reduce JCUA Budget, asking that they find creative ways to reduce JCUA Budget, i.e., Reduce Staff; which would help the City of Pascagoula. He then asked if Board had any questions they would like for him to answer regarding the City of Pascagoula.

Mr. Fairfield presented a document from Vincent Feranda, WJCUD resident/customer, to be presented to WJCUD, to be added as an exhibit.

6. Consent Agenda

- A. Minutes – Regular Meeting of February 8, 2016, **Exhibit “A”**
- B. Minutes – Regular Meeting of February 22, 2016, **Exhibit “B”**
- C. Cash Position (February 29, 2015) – In Director Book
- D. USDA Big Hill Acres – Professional Services Invoices No. 41 and No. 3 (GEC) and Project Report, **Exhibit “C”**
- E. Amendment to Generator Services Contract to Include New Construction Items, **Exhibit “D”**
- F. Professional Services Task Order – Rate Analysis Support, **Exhibit “E”**
- G. Partial Hiring Freeze (Report Only), **Exhibit “F”**
- H. Authorization to Negotiate Final Proposal of Chlorine Maintenance Agreement for Board Consideration, **Exhibit “G”**
- I. Software Evaluation and Selection Support – Professional Services Task, **Exhibit “H”**
- J. SSO Reports – January and February, **Exhibit “I”**
- K. Asset Valuation – Valuation Support for Previously Adopted Donation Resolution – Accept Valuation, **Exhibit “J”**
- L. Payment Authorization – ATT Damages Claim, **Exhibit “K”**
- M. Plant Design and Permitting Update – Report, **Exhibit “L”**

- N. Task and Purchase Orders to Connect County Recreation Sites (CIAP and County Funded), **Exhibit "M"**
- O. Site Visit Inspection Summary, **Exhibit "N"**
- P. Purchase Request – Required Items for Surface Water Plant Operations, **Exhibit "O"**
- Q. Purchase Request – Helena GST Maintenance, **Exhibit "P"**
- R. Set Fine – Failure to Respond and Comply with JCUA Rules and Regulations, **Exhibit "Q"**
- S. Set Fine Schedule – FOG Violations (Failure to Respond and Comply with JCUA Rules and Regulations, **Exhibit "R"**  
Item 6.S. – Set Fine – FOG Violations (Failure to Respond and Comply with JCUA Rules and Regulations), pulled for further discussion.

Mr. Elly made a motion to approve Items 6.A. – 6.R. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

Mr. Papania made a motion to approve Item 6.S. – Recommended fine structure with \$250.00 Fine for Unapproved Water Use Added, for a total of \$750.00. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

## 7. Discussion – Action Items

### A. Authority Business

#### 1. Expenditures, **Exhibit "S"**

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

#### 2. Southern Wholesale Water Supply – CO #7, **Exhibit "T"**

Mr. Shore made a motion to approve C.O. #7 as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

#### 3. Initiate SCADA Repair Process, **Exhibit "U"**

Mr. Elly made a motion to Authorize Executive Director to initiate and negotiate price proposal. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

4. CDBG – Action Items

a. Budget Mod 48, **Exhibit "V"**

Mr. Miller made a motion to approve Budget Mod 48 as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

b. Requests for Cash 111 and 113, **Exhibit "W"**

Mr. Shore made a motion to approve Request for Cash as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

c. Record Drawing Acceptance, **Exhibit "X"**

Update Only, No Action Required.

d. Other (If Any)

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

5. USDA – Elevated Storage Tank, **Exhibit "Y"**

Representatives from Caldwell Tank updated the Board regarding their warranty and responsibility of repairs, as well as brief description of work to be performed. Board requested they present their plan of action in writing. Updated Only, No Action Required.

6. EPA Project – Final Payment Application, **Exhibit "Z"**

Mr. Papania made a motion to approve Final Pay Application as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

7. Pump Station 28 Upgrade Report, **Exhibit "AA"**

Update only. No Action Required.

8. Task Order 6 Amendment – Research for System Valuation, **Exhibit "AB"**

Mr. Papania made a motion to approve T.O. No. 6 as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

9. Request to Advertise – Phase 1 of Hwy 57 Relocation, **Exhibit "AC"**

Mr. Elly made a motion to authorize request to advertise. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

10. Request to Advertise – PS 7 Meter & Bypass, **Exhibit “AD”**

Mr. Smith made a motion to authorize request to advertise. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

11. Purchase Request – Replacement Skid Steer for GTP, **Exhibit “AE”**

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

12. Other (If Any)

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

B. Attorney

1. Copy of Final Judgement – LC vs. JCUA, **Exhibit “AF”**

Updated only. No Action Required

2. Copy – Joint Petition, **Exhibit “AG”**

Update only. No Action Required.

3. Utility Services Resolution, **Exhibit “AH”**

Mr. Elly made a motion to approve Utility Services Resolution. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

4. Other (If Any)

Counsel updated the Board on other Attorney matters and requested Executive Session. No Board action was taken.

8. Other Business – Director Items

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

9. Executive Session, if So Moved

Counsel requested Executive Session regarding Potential Litigation.

At 5:32 P.M. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

The meeting closed to determine reasons for need of Executive Session.

At 5:35 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.

In Closed Session it was determined there was a need to go in to Executive Session to discuss potential litigation items and personnel matters.

At 5:37 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. Miller; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 6:17 P.M., Mr. Shore made a motion that the Board come out of Executive Session, resume Regular Session. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

No business was undertaken in Executive Session.

The meeting was re-opened to the public.

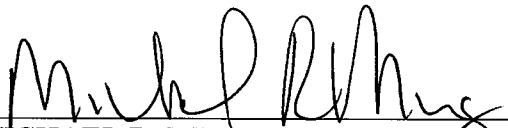
#### 10. End Seal and Valve Function

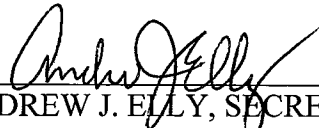
Mr. Miller made a motion to authorize Board Counsel and Staff to negotiate settlement terms to the "end seal and valve function" claim with C.B. Developers, Neel-Schaffer, and Speaks. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

#### 11. Adjourn

There being no further business to come before the Board, Mr. Shore made the motion to adjourn. Mr. Miller seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 6:21 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 11<sup>th</sup> day of April, 2016.

  
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MICHAEL R. MURPHY, PRESIDENT

  
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ANDREW J. ELLY, SECRETARY-TREASURER