

Jackson County Utility Authority
Regular Meeting
Board of Directors
May 9, 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., May 9, 2016, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Marshall Smith, Vice-President; Jackie Elly, Secretary-Treasurer; Doug Shore, Vice-Secretary-Treasurer; and Directors, Kevin Coggin and Kevin Miller. Mr. Murphy and Mr. Papania were 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; Tara Sistrunk, H.R. Manager; Julie Christian, Chief of Finance; Chase Glisson, Engineer; James Heidelberg, Authority Counsel; Pete McMaster, Arcadis; Andy Douglass, Compton Engineering; Eric Page, Neel-Schaffer; Brandon Stork, WJCUD; Paul Foley, Michael Baker, and Tommy Eldridge, Jackson County Resident.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Smith, Board Vice President, lead the Pledge of Allegiance.

4. Changes to Agenda

Mr. Smith asked if there were any changes to the Agenda. Mr. Fairfield requested the following Items be added to the Agenda: 7.A.5. – Sole Source Purchase Request; 7.A.6. – Investment Discussion; 7.A.7. – SRF Loan Offer Amendment; 7.A.8. – Request for Customer Credit, and 7.A.9. – Pascagoula Odor Issue

5. Public Recognition

A. Employee Recognition

Mr. Fairfield requested this item be tabled to next Board Meeting on 05/23/2016.

B. General Public

Mr. Smith recognized Mr. Tommy Eldridge, newly appointed Jackson County Director.

6. Consent Agenda

- A. Minutes – Regular Meeting of April 11, 2016, **Exhibit “A”**
- B. Minutes – Regular Meeting of April 25, 2016, **Exhibit “B”**
- C. Expenditures, **Exhibit “C”**
- D. Purchase Request – Clear & Grub Easements, **Exhibit “D”**
- E. Surplus Material Declaration, **Exhibit “E”**
- F. USDA – Lab Well Change Order, **Exhibit “F”**
- G. Task Order Payment Requests – 12 & 13 (Revised), **Exhibit “G”**
- H. Task Order #33 (LBU) Request to Authorize, **Exhibit “H”**
- I. NS Task Order 1 – Amendment US Army Match Contribution, **Exhibit “I”**
- J. Compliance – High Flow – Bypass Summary Report, **Exhibit “J”**
- K. Lease Agreement – Randy Wrigley, **Exhibit “K”**

Mr. Heidelberg requested Item 6.K. be tabled to next board meeting, 05/23/2016, pending final lease appraisal report and settlement proposal.

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

7. Discussion – Action Items

A. Authority Business

- 1. USDA – OS Tank Request from Caldwell, **Exhibit “L”**

Mr. Coggin made a motion to deny the request as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

2. Authorize Maintenance Chlorination Systems, **Exhibit "M"**
Mr. Elly made a motion to approve the Amended Contract as requested, pending State Procurement Office concurrence. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.
3. Update – Fuel I/I Report, **Exhibit "N"**
Update Only, No Action Required.
4. Authorizations to Advertise (Handout), **Exhibit "O"**
Mr. Coggin made a motion to approve request to advertise as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.
5. Sole Source Purchase Request, **Exhibit "P"**
Mr. Elly made a motion to approve Sole Source purchase request as presented, pending State Procurement Office concurrence. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.
6. Investment
The Executive Director updated the Board that staff will follow the JCUA investment policy for Bond Funds not yet expended to earn interest.
Discussion only, No Action Required.
7. SRF Loan Offer Amended, **Exhibit "Q"**
Mr. Miller made a motion to recognize the changes and authorize Executive Director to sign the Amended SRF Loan Agreement.
8. Customer Credit
Mr. Fairfield requested approval for customer credit of \$27.73 for Wills at 11712 Seaman Road for a billing correction for partial month service. Mr. Shore made a motion to approve request as presented. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present.
9. Pascagoula Odor Issue
Discussion Only, No Action Required.
10. Other (If Any)
Mr. Smith asked if there were other Authority Business Action Items. There were none.

B. Attorney

1. Report

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

2. Resolution to Purchase 338 Acre Parcel, **Exhibit "R"**

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

3. Other (If Any)

Mr. Smith asked if there were other Attorney Items. There were none.

8. Other Business – Director Items

Mr. Smith asked if there were other Business Items. There were none.

9. Executive Session, if So Moved

Executive Session was requested regarding personnel and potential litigation.

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 litigation items and personnel matters.

At 4:48 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 4:49 P.M., Mr. Shore made a motion to go into Executive Session. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present. This was announced to the public.

In attendance were: Mr. Smith; Mr. Elly; Mr. Shore; Mr. Coggin; Mr. Miller; Mr. Fairfield, and Mr. Heidelberg.

At 5:10 P.M., Mr. Miller made a motion that the Board come out of Executive Session, resume Regular Session. Mr. Shore 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, several Attendees returned.

10. Request for Audience with Board

Mr. Fairfield presented a request from Ms. Gwynn Parker for an audience with the Board to appeal her adverse action. Mr. Elly made a motion to grant the request for an audience. The motion died for lack of a second.

11. Request for Audience with Board

Mr. Miller made a motion to decline the request for an audience to appeal the adverse action based on the information presented. Mr. Coggin seconded the request. Directors Miller, Coggin, Shore and Smith voted Aye. Mr. Elly was opposed. The motion carried.

12. 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 5:20 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 13th day of June, 2016.


MICHAEL MURPHY, PRESIDENT


ANDREW J. ELLY, SECRETARY-TREASURER