

Jackson County Utility Authority  
Regular Meeting  
Board of Directors  
**August 22, 2016**  
1225 Jackson Avenue  
Pascagoula, MS 39567

**MINUTES**

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:01 P.M., August 22, 2016, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Michael Murphy, President; Marshall Smith, Vice-President; Andrew J. Elly, Secretary-Treasurer; and Directors, Kevin Coggin, Ken Papania, Kevin Miller and Tommy Eldridge. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Linda Gasaway, Administrative Assistant; Tara Sistrunk, HR Manager; Julie Christian, Chief of Finance; Edna Lott, Principal of Accounting; Ryan Dunlap, Mechanical Systems Supervisor; Chase Glisson, Engineering Manager; James Heidelberg and April McDonald, Authority Counsel; Chuck Starling and Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; and Brandon Stork, WJCUD.

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

- A. Mr. Murphy asked if there were any changes to the Agenda. Mr. Fairfield stated there were no Action Items to be added, but he would like to add the following items for Update Only: Item 7.A.4.a. – MDEQ SRF Use Plan Update and 7.A.4.b. – MS Coast Regional Board Meeting Report.

5. Public Recognition

A. General Public

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

6. Consent Agenda

- A. Director Book – Items Added at Director Request (Work Order Status Report; CIP Summary Spreadsheet)
- B. Authorize - Engagement of Myer's & Company for 4 (Four) Future Pump Station Action \$1,500 each. (Solicitation Authorized in July 11, 2016 Regular Meeting.), **Exhibit "A"**
- C. Record Update – Confirmation of CDBG Grant Modifications 46 & 47, **Exhibit "B"**
- D. Record Update – JCUA Laboratory Successfully Completed DMRQA – 36 Proficiency Study, **Exhibit "C"**
- E. Authorize – Payment Application No. 1 for PS 24 & 25 to Hemphill Construction for \$96,744.51 (Bond Central XMSN), **Exhibit "D"**
- F. Record Update – USDA Accepted Request for Waiver for BHA Project Deadline. (Project is in close-out.), **Exhibit "E"**  
Mr. Coggin made a motion to approve Items 6.A. – 6.F. as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

7. Discussion – Action Items

A. Authority Business

1. Expenditures, **Exhibit "F"**

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

2. Budget Action, **Exhibit "G"**

a. Staff Recommendation

Legal Stated letters were sent out to all Agencies on July 27, 2016 regarding FY2017 Budget; there has been no response other than general questions from Moss Point legal counsel, Utility Services, and Mr. Fairfield met with John Hannah with WJCUD.

b. Accept Comments

Mr. Murphy opened floor to comments, there were none.

c. Provisional Acceptance Direction

d. Authorize Submittal for Federal Review and Approval

Mr. Papania made a motion to accept Item 7.A.2.c., the Provisional Budget, and Item 7.A.2.d., Authorize Executive Director to submit for agency review and approval. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

3. Logo Contest – Select Winner

Logo Winner was selected by the Board of Directors

1<sup>st</sup> Place – Administration

2<sup>nd</sup> Place – Surface Water Treatment Plant

4. Director Items

a. New DEQ Certifications

1. Fiscal Sustainability Plan

2. American Iron and Steel

3. Cost Effectiveness

4. Federal/State Procurement

5. Public Awareness

Update Only. No Action Required.

b. Regional Utility Meeting

Update Only. No Action Required.

B. Attorney

Counsel updated the Board on Attorney matters and requested Executive Session for possible litigation and personnel issue. No Board action was taken.

8. Director Items

A. Set Facility Review Schedule for September

Facility Review was scheduled for Wednesday, September 14, 2016 at 3:00 P.M.

B. Other. If Any

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



9. Executive Session, if So Moved (Requested by Counsel)

Mr. Heidelberg requested Executive Session.

At 4:37 P.M. Mr. Elly 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 potential litigation items and personnel matters.

At 4:39 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 4:44 P.M., Mr. Elly 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. Murphy; Mr. Smith; Mr. Elly; Mr. Coggin; Mr. Papania; Mr. Miller; Mr. Eldridge; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 5:00 P.M., Mr. Smith made a motion that the Board come out of Executive Session, resume Regular Session. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

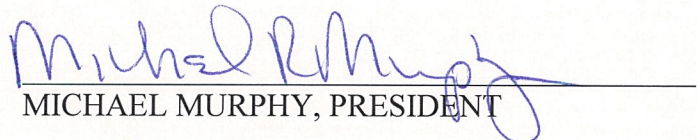
No business was undertaken in Executive Session.

At 5:11 P.M., the meeting was re-opened to the public and regular session resumed.

10. Adjourn

There being no further business to come before the Board, Mr. Miller made the motion to adjourn. Mr. Smith seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:12 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12<sup>th</sup> day of September, 2016.

  
MICHAEL MURPHY, PRESIDENT

  
ANDREW J. ELLY, SECRETARY-TREASURER