

Jackson County Utility Authority
Regular Meeting
Board of Directors
November 28, 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., November 28, 2016, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Marshall Smith, President; Kevin Coggin, Vice-President; Kevin Miller, Secretary-Treasurer; Tommy Eldridge, Vice Secretary-Treasurer; Directors, Andrew J. Elly; Michael Murphy and Ken Papania. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Linda Gasaway, Administrative Assistant; Julie Christian, Chief of Finance; Edna Lott, Principal of Accounting; Chase Glisson, Engineering Manager; James Heidelberg and April McDonald, Authority Counsel; Paul Foley, Michael Baker; Andy Douglass, Compton Engineering; Chuck Starling, Arcadis; Eric Page, Neel-Schaffer, and Brandon Stork, WJCUD.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

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

4. Changes to Agenda

Mr. Smith asked if there were any changes to the Agenda. There were none.

5. Public Recognition

A. General Public

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

6. Discussion – Action Items

A. Authority Business

1. MDOT Project Action (Payment Application 3 SCI - \$233,426.05 and \$8,034.72), **Exhibit “A”**

Mr. Elly made a motion to approve SCI Pay App No. 3 as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.

2. CDBG Project Action

a. Request for Cash 118 (\$735.00), **Exhibit “B”**

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

b. Budget Mod No. 48, **Exhibit “C”**

Mr. Miller made a motion to approve Budget Mod No. 48 as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.

c. SCADA Repair, **Exhibit “D”**

Update Only, No Action Required.

d. MOU – JCUA / MDEQ / MDA, **Exhibit “E”**

Mr. Heidelberg request this item be tabled to next Board Meeting on 12/12/16.

e. Other, If Any

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

3. Community Outreach – School Trip Report, **Exhibit “F”**

Information Only, No Action Required.

4. Collection System Monitoring – Report/Recommendation, **Exhibit “G”**

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

5. Update From Executive Director on Water Reclamation Facility Funding Efforts, **Exhibit "H"**

Update Only, No Action Required.

6. Meter and Bypass PS 7/WJCWWTP Project CO No. 2, **Exhibit "I"**

Mr. Miller made a motion to approve CO No. 2 as presented. Mr. Coggin seconded the motion and it was unanimously approved by the Board members present.

7. Pump Station #4 – Emergency Repairs

a. Graham Construction - Payment Application #1 (\$73,997.59), **Exhibit "J"**

b. Graham Construction - Payment Application #2 (\$79,616.46), **Exhibit "K"**

Mr. Papania made a motion to approve Items 6.A.7.a. and 6.A.7.b. as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

8. Pump Station #28 Payment Application No. 1 (\$109,786.75), **Exhibit "L"**

Mr. Eldridge made a motion to approve Pay App No. 1 as presented. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

9. Other, If Any

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

B. Expenditures, **Exhibit "M"**

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

C. Executive Director Report Items

Mr. Smith asked if there were any Executive Director Items. There were none.

D. Attorney Report

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

7. Director Items

A. Set Facility Review Schedule For December (If Requested)

There will be no Facility Review scheduled for December.

B. Cancel December 26, 2016 Regular Meeting (Holiday)

Mr. Coggin made a motion to Cancel December 26, 2016 Board Meeting due to Christmas Holiday. Next Board Meeting following the December 12, 2016 Board Meeting will be on January 9, 2017.

C. Other. If Any

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

8. Executive Session, if So Moved

Executive Session for Possible Litigation and Personnel Matters.

At 4:32 P.M. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Murphy 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 and personnel items.

At 4:33 P.M., Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Murphy and it was unanimously approved by the Board members present.

At 4:35 P.M., Mr. Murphy made a motion to go into Executive Session. Mr. Eldridge 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. Coggin; Mr. Miller; Mr. Eldridge; Mr. Elly; Mr. Murphy; Mr. Papania; Mr. Fairfield, Mr. Heidelberg and Ms. McDonald.

At 5:36 P.M., Mr. Muprhy 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.

At 5:36 P.M., the meeting was re-opened to the public and regular session resumed.


9. Other Business, If Any

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

10. Adjourn

There being no further business to come before the Board, Mr. Miller made the motion to adjourn. Mr. Elly seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:36 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12th day of December, 2016.



MARSHALL SMITH, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER