



JACKSON COUNTY UTILITY AUTHORITY

Serving the People...Protecting the Environment

Directors

Kevin Coggin ▪ Jackson County
Thomas Eldridge ▪ Jackson County
Andrew J. Elly ▪ Moss Point
Kevin Miller ▪ Jackson County
Michael R. Murphy ▪ Pascagoula
Ken Papania ▪ Ocean Springs
Marshall Smith ▪ Gautier

Jackson County Utility Authority
Regular Meeting
Board of Directors
April 10, 2017

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., April 10, 2017, 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, Jackie Elly, and Michael Murphy. Mr. Papania was unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Linda Gasaway, Administrative Assistant; Edna Lott, Principal of Accounting; Chase Glisson, Engineering Manager; Ryan Dunlap, Mechanical Systems Superintendent; Christian Nevarez, Lab Manager; Carrie Dennis, Operations Manager; James Heidelberg and April McDonald, Authority Counsel; Eric Page, Neel-Schaffer, Paul Foley, Michael Baker, Brandon Stork, WJCUD and Chuck Starling, Arcadis.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Andrew J. Elly, Director, lead the Pledge of Allegiance.

4. Changes to Agenda

Mr. Smith asked if there were any changes to the Agenda. Mr. Fairfield asked that the following items be added to the agenda: Item 6.G. – Amended Commercial Loan Agreement (Maturity Ext.) and Item 8.D. – Personnel Manual Revision; as well as Handouts for the following items: 7.C.2. – N-S/SCI C.O. Request No. 5; 8.A. – Emergency Resolution and 8.B. – Talla Point MOU.

5. Recognition

A. Public Recognition

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

6. Consent Agenda (Non Discussion Items)

A. Adopt Minutes – Regular Meeting of March 13, 2017, **Exhibit “A”**

B. Adopt Minutes – Regular Meeting of March 27, 2017, **Exhibit “B”**

C. Revised Purchase Order, **Exhibit “C”**

D. Pump Station 11 Repair, **Exhibit “D”**

E. CDBG SCADA Solution, **Exhibit “E”**

F. US Army, **Exhibit “F”**

G. Commercial Loan Agreement (Maturity Extension), **Exhibit “G”**

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

7. New Business (Discussion Items)

A. Expenditures, **Exhibit “H”**

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

B. Bond Actions, **Exhibit “I”**

Mr. Murphy made a motion to approve the Bond Actions as presented. Mr. Miller seconded the motion. Mr. Fairfield clarified that the Creel Invoice was for “Editorial” update as the payment was previously authorized. The motion was unanimously approved by the Board Members present.

C. HWY 57 Project Actions

1. Request Approval of Water Payment Application No. 8 for \$31,918.18 and Sewer Payment Application No. 8 for \$429,048.31. (MDOT Reimbursable/BXS LOC), **Exhibit “J”**

Mr. Coggin made a motion to approve the Pay Application No. 8 for both Water and Sewer as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

2. Request Approval of Change Order No. 5 – Contractor Change Request to 24” Casing. (MDOT Reimbursable/BXS LOC), **Exhibit “K”**

Mr. Elly made a motion to approve C.O. No. 5 contingent on MDOT paying for the changes requested and Review by Executive Director and Legal Counsel. Mr. Miller seconded the motion. After further discussion the motion it was approved with Directors Murphy, Elly, Miller and Smith voting in favor. Mr. Coggin and Mr. Eldridge were opposed.

D. Service Extensions

1. Helena Park, **Exhibit “L”**
Information Only, No Action Required.
2. Bell Fontaine Beach, **Exhibit “M”**
Information Only, No Action Required.

E. Affirmation of Letter to BOS, **Exhibit “N”**

Mr. Coggin made a motion to approve Affirmation of JCUA letter to the Jackson County BOS regarding US Army Section 219 Infrastructure Assistance to Jackson County, as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

F. Revision to Investment Policy, **Exhibit “O”**

Mr. Murphy made a motion to accept Investment Police Revision as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

G. JCUA – Macland Agreement, **Exhibit “P”**

Discussion Only, No Action Required.

H. Other Updates, if any

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

8. Board Attorney

A. Emergency Declaration Continuation

1. Incident Briefing, **Exhibit “Q”**
Information Only, No Action Required.

2. Emergency Resolution, **Exhibit “R”**

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

B. MOU – Talla Point

1. Land Contribution, **Exhibit “S”**

Mr. Miller made a motion to authorize Staff to accept property donation as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

2. Talla Point – MOU, **Exhibit “T”**

Item Tabled for further review.

C. Rules and Regulations Revisions, **Exhibit “U”**

1. Recording and Reporting on Public Meetings

2. Public Comment on Public Meetings

Mr. Elly made a motion to accept Rules and Regulations Revisions as noted in Items 8.C.1. and 8.C.2.. Mr. Coggin seconded the motion and it was unanimously approved by the Board Members present.

D. Personnel Manual Revisions, **Exhibit “V”**

Mr. Eldridge made a motion to accept Personnel Manual Revisions as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

Directors also requested employee training regarding Anti-Discrimination and signed Documentation after training placed in Employee’s file acknowledging training.

E. Other, if any

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

9. Director Items

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

10. Executive Session, If Requested

Mr. Fairfield requested Executive Session for property acquisition matters.

At 5:21 P.M. Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Eldridge 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 property acquisition.

At 5:24 P.M., Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Eldridge and it was unanimously approved by the Board members present.

At 5:26 P.M., Mr. Murphy made a motion to go into Executive Session. Mr. Miller 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. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 5:50 P.M., Mr. Elly 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 5:51 P.M., the meeting was re-opened to the public and regular session resumed.

11. Adjourn

There being no further business to come before the Board, Mr. Coggin made the motion to adjourn. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 6:07 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8th day of May, 2017.


MARSHALL SMITH, PRESIDENT


KEVIN MILLER, SECRETARY-TREASURER