



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

May 8, 2017

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., May 8, 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, Andrew J. Elly; Michael Murphy and Ken Papania. It was determined there was a quorum.

Also present were: Tommy Fairfield, Jr., Executive Director; Tara Sistrunk, HR-ER Manager; Edna Lott, Principal of Accounting; Chase Glisson, Engineering Manager; Carrie Dennis, Operations Manager; Jordan Noel, Logistics Manager; Morgan Pitts, Environmental Compliance Officer; James Heidelberg and April McDonald, Authority Counsel; Paul Foley, Michael Baker; Chuck Starling and Peter McMaster, Arcadis; Greg Brown and Andy Pheton, Pickering Engineering; Eric Page, Neel-Schaffer; and Mike Mangum, Waggoner; Brandon Stork, WJCUD.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Papania, Director, lead the Pledge of Allegiance.

4. Changes to Agenda

Mr. Smith asked if there were any changes to the Agenda. Mr. Fairfield requested Item 7. H. (Splash Pad Connection Effort); Item 7.I (Engineer's Recommendation for Helena Meter Station Award); and Item 7.J. (Temporary Staff) be added. Mr. Smith accepted the added agenda items.

5. Recognition

A. Public Recognition

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

6. Consent Agenda

A. Minutes – Regular Meeting of April 10, 2017, **Exhibit “A”**

- B. Minutes – Regular Meeting of April 24, 2017, **Exhibit “B”**
- C. Correspondence – Permit MSU085050 Renewal (Information Only), **Exhibit “C”**
- D. Correspondence – Moratorium Notice for PWSID 0300033 (Information Only), **Exhibit “D”**
Mr. Murphy requested Item 6.D. be pulled for discussion in Executive Session.

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

Mr. Smith recognized Mr. Murphy to discuss item 6.D. Mr. Fairfield explained the St. Andrews system was acquired at capacity thus the MS State Department of Health was obligated to take this action. This condition was disclosed at acquisition and is temporary. Staff is completing the transition of the area’s water supply to Jackson County Utility Authority – West Regional Supply which resolves the issue. No action or additional expense is required and will serve commitments will resume in about two weeks. No action required.

7. Discussion – Action Items

A. Expenditures, **Exhibit “E”**

Mr. Papania made a motion to approve Expenditures as presented. Mr. Eldridge seconded the motion. Mr. Fairfield offered further explanation on several items in discussion. Mr. Smith called for a vote on the motion and it was unanimously approved by the Board members present.

B. Bond Action Items

Mr. Coggin made a motion to approve Change Order 2, Exhibit “F”, as requested for time only for Pump Station 28, accept close-out package, Exhibit “G”, as recommended for Pump Station 4 and approve payments as presented in Exhibit “H”. Mr. Eldridge seconded the motion and it was unanimously approved by the Board members present.

C. HWY 57 Project Actions **Exhibit “I”**

Mr. Eldridge made a motion to approve Water Relocation Payment 9 for \$116,620.09 and Sewer Relocation Payment 9 for \$48,430.81 as recommended by the Project Engineer. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

D. Regional Water Supply Action

Mr. Coggin made a motion to accept the Project Engineer's recommendation for construction, **Exhibit "J"**, approve loan and engineering contract amendments, **Exhibits "K"** and **"L"** and authorize the Executive Director to execute and submit the approved State Revolving Loan Fund documents. Mr. Miller seconded the motion and it was unanimously approved by the Board member present.

E. JCUA – Macland Agreement

Mr. Miller made a motion to approve the Agreement, **Exhibit "M"**; fee schedule, **Exhibit "N"**; and accept the long term plan, **Exhibit "O"** as presented. Mr. Papania seconded the motion. Mr. Fairfield clarified the benefits to JCUA (mixing, dosing, flow control, fees) in response to discussion concerns raised by Mr. Murphy and Mr. Elly. Mr. Smith called for a vote on the motion and it passed. Mr. Murphy was opposed.

F. USDA Project Action Items

Mr. Elly made a motion to accept the revised Engineering Services Agreement, **Exhibit "P"** and initial Legal Services Agreement **Exhibit "Q"** for the USDA – Rural Development Application in process as presented. Mr. Papania seconded and it was unanimously approved by the Board members present.

G. US Army Project Action Item

Mr. Fairfield presented a Letter of Intent, **Exhibit "R"** to the Board for approval and explained that presently the JCUA is being permitted to directly engage the US Army for the next Section 219 effort which will be the 30% design phase of the Easter Jackson County Regional Water Reclamation Facility. Mr. Murphy made a motion to authorize the Executive Director to execute the Letter of Intent. Mr. Coggin seconded the motion. In discussion Mr. Fairfield explained the JCUA (Non-Federal Sponsor Funds) were described in the FY 2016 Bond and the value would be reconciled within that issue with no additional budget action required. Mr. Smith called for a vote and the motion was unanimously approved by the Board members present.

H. Splash Pad Connection Effort

Mr. Fairfield requested Purchasing approval to facilitate connection of the Jackson County splash pads to the JCUA water and sewer systems. Connection and utility fees will be billed as a routine customer for the service provided. Mr. Elly made a motion to approve the request. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

I. Helena Meter Station

Mr. Murphy made a motion to accept the Project Engineer's recommendation to award the Helena Meter Station to Keith Waits Construction for \$121,760.00 as presented in **Exhibit "I"**. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

J. Temporary Staff

Mr. Fairfield requested approval to add a temporary staff member from “Retired” role for up to 30 hours per week for 90 days. This temporary hire is outside of the standing temporary employee authorization and would follow PEERS rules. Mr. Miller made a motion to approve the request. Mr. Papania seconded the motion and it was unanimously approved by the Board members present.

8. Board Attorney

Mr. Heidelberg updated the Board on routine legal matters that included Bond compliance filing and response to regular legal correspondence.

9. Director Items

Mr. Eldridge reported that he did meet with Mr. Gibson to discuss the future of a small private water system in Helena and noted the system is requesting assistance from JCUA. The matter will be continued in a future meeting.

10. Schedule of Workshop

Mr. Smith scheduled a Director workshop for 4:00 P.M. on May 15, 2017. No business will be undertaken until the next Regular Meeting at 4:00 P.M. on May 22, 2017.

11. Executive Session

Mr. Smith asked if there was a need for Executive Session. There was none.

12. Adjourn

There being no further business to come before the Board, Mr. Coggin 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 5:58 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12th day of June, 2017.



MARSHALL SMITH, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER