



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

July 10, 2017

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., July 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, Andrew J. Elly and Michael Murphy. 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; Tara Sistrunk, HR Manager; Chase Glisson, Engineering Manager; Ryan Dunlap, Mechanical Systems Superintendent; Carmen Huckleby, Compliance Officer; James Heidelberg and April McDonald, Authority Counsel; Eric Page, Neel-Schaffer; Greg Brown, Pickering; David Compton, Compton Engineering; Paul Foley and Jeff May, Michael Baker, Jesse Allen and Becky Mansfield, Lockard & Williams, and Pete McMaster, 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 requested the following Director Items be added to the Agenda: 9.A. – MS Gulf Coast Local Rate Adjustment Information and 9.B. – June 29, 2017 Rain Event Documentation.

5. Recognition

A. Public Recognition

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

B. Employee Recognition

The Board presented Ms. Edna Lott, Accounting Principal, with a plaque recognizing 10 years of employment with JCUA.

6. Consent Agenda (Non Discussion Items)

A. Adopt Minutes – Regular Meeting of May 8, 2017 (Amended – Exhibit in 7.H.), **Exhibit “A”**

B. Adopt Minutes – Regular Meeting of June 12, 2017, **Exhibit “B”**

C. Adopt Minutes – Regular Meeting of June 26, 2017, **Exhibit “C”**

D. Record – Resignation of Director Papania, **Exhibit “D”**

E. MDEQ – Intended Use Plan Excerpt (JCUA Funded Project), **Exhibit “E”**

F. Fifth Amendment to Trustmark FEMA Loan – Agreement contains no new borrowing and reflects reduction from recent FEMA Payment, **Exhibit “F”**

G. Department of the Army Vicksburg District – Letter of Confirmation of Close-Out for the JCUA Section 592 Project. Final Grant Funds to JCUA \$5,438,818.79, **Exhibit “G”**

H. MS Department of Environmental Quality – Letter of Confirmation of Close-Out for the JCUA Hurricane Katrina Disaster Recovery Project. Final Grant Funds to JCUA \$96,503,137.09, **Exhibit “H”**

I. Purchase Request – Request to Modify Uniform Service Contract by Adding Hi-Vis Summer Weight Items. (Safety Item), **Exhibit “I”**

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

Mr. Smith acknowledged staff regarding their efforts in the Katrina Disaster Recovery Project.

7. Discussion Agenda

A. Expenditures, **Exhibit “J”**

Mr. Coggin made a motion to approve Expenditures as presented. Mr. Miller seconded the motion. After some discussion and additional clarification on some expenses, it was unanimously approved by the Board Members present.

B. Authorize – Request to Purchase Wetland Credits, **Exhibit “K”**

Mr. Coggin made a motion move forward with submittal of the report and proposal to the U.S. Army Corp of Engineers, as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

C. Bond Project Actions

1. RWS SCADA – Task to Arcadis \$27,800.00, **Exhibit “L”**

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

2. Payment Requests, **Exhibit “M”**

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

3. SAWS – System Improvements, **Exhibit “N”**

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

D. HWY 57 Project Actions – SCI \$35,439.03 & \$19,506.78, **Exhibit “O”**

Mr. Elly made a motion to approve Project Actions as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

E. SRF Project Actions

1. Highway 63 Payment Application 13 – Necaise Brothers \$31,514.65, **Exhibit “P”**

Mr. Murphy made a motion to approve Pay App No. 13 as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

F. USDA – Project Items

1. Task Order 15 – Neel Schaffer to Respond to USDA Project Information Request. (Funding for Task Order 15 and work proposed is within the USDA Project.), **Exhibit “Q”**
Mr. Miller made a motion to authorize Task Order No. 15 as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

G. Insurance Actions

1. Commercial Property – (Recommendation Enclosed.), **Exhibit “R”**
Mr. Murphy made a motion to approve Commercial Property Insurance Proposal as presented by BancorpSouth Insurance Services, Inc. Mr. Coggin seconded the motion and it was unanimously approved by the Board Members present.
2. Employee – (Recommendation will be handed out as proposers are incorporating comments from staff and Director Committee.), **Exhibit “S”**
Mr. Miller made a motion to approve and award BancorpSouth Insurance Services, Inc. the contract for Health Insurance and Lockard & Williams’ the contract for Dental (2 Yr. Rate Guarantee); Vision; Group Life; Short Term Disability, and Long Term Disability (3 Yr. Rate Guarantee). Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

H. Other Updates, if any

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

8. Board Attorney

A. Haller Claim

Mr. Murphy made a motion to deny Mr. John Haller’s claim for sewage damages. Mr. Coggin seconded the motion and it was unanimously approved by the Board Members present.

B. Loan Purchase – Same Offer: BancorpSouth or The Citizens Bank

Mr. Coggin made a motion to authorize Executive Director to proceed with Loan Purchase through The Citizens Bank at 4.25% interest Fixed for 10 Years. Mr. Miller abstained from voting. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

C. Amend Commercial Loan Agreement, Exhibit “T”

Mr. Murphy left the meeting

Mr. Miller made a motion to accept the 5th Amendment to the Trustmark Commercial Loan Agreement as presented. Mr. Eldridge seconded the motion. After confirmation from staff that the loan balance has been requested from FEMA, it was unanimously approved by the Board Members present.

D. Report

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

Mr. Murphy returned to meeting.

9. Director Items

A. Budget (Discussion from Committee)

Staff's Recommendation will be presented at the next Board Meeting on Monday, July 24, 2017

B. Other, If Any

Mr. Groue presented the Board with documentation regarding the MS Gulf Coast Local Rate Adjustment Information and the June 29, 2017 Rain Event with documentation of the I & I issues concerning the JCUA service areas.

10. Executive Session, Requested for Property Acquisition Discussion, Personnel Matters, and Potential Litigation.

At 5:10 P.M. Mr. Murphy made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Miller 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 and a personnel matter.

At 5:12 P.M., Mr. Coggin made the motion to come out of Closed Session. The motion was seconded by Mr. Miller and it was unanimously approved by the Board members present.

At 5:15 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 5:35 P.M., Mr. Murphy 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 5:35 P.M., the meeting was re-opened to the public and regular session resumed.

11. Personnel Matter

Mr. Fairfield presented damage claim reports for damage to two employees' personal vehicles that resulted from grounds work being done on Authority property by Authority Personnel. The two employees' vehicles were properly parked in a designated location. It was requested that staff be authorized to execute the necessary repair to both employees' vehicles using standard purchasing methods, same as we would for an Authority vehicle, in accepting the repair to the two employees' vehicles as the Authority's responsibility. Mr. Miller made a motion to authorize the repairs. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

12. Adjourn

There being no further business to come before the Board, Mr. Elly 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 5:40 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 14th day of August, 2017.


MARSHALL SMITH, PRESIDENT


KEVIN MILLER, SECRETARY-TREASURER