



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
Jerry Munro ▪ Ocean Springs
Marshall Smith ▪ Gautier

Jackson County Utility Authority
Regular Meeting
Board of Directors
August 28, 2017

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., August 28, 2017, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Marshall Smith, President; Tommy Eldridge, Vice Secretary-Treasurer; Director Andrew J. Elly, and Director Michael Murphy. Mr. Coggin and Mr. Miller were 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; Tara Sistrunk, HR/ER Manager; Edna Lott, Accounting Principal; Chase Glisson, Engineering Manager; Ryan Dunlap, Mechanical Systems Superintendent; Christian Nevarez, Lab Manager; Carrie Dennis, Operations Manager; Richard Torjusen, Purchasing Supervisor; Lindsey Lowery, HR/ER Administrative Assistant; James Heidelberg and April McDonald, Authority Counsel; Eric Page, Neel-Schaffer; Greg Brown, Pickering; David Compton, Compton Engineering; Pete McMaster, Arcadis; Jason Overstreet, A. Garner Russel & Assocs.; Paul Foley, Michael Baker, and Rob Bredberg, Burk-Kleinpeter.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Michael Murphy, Director led the Pledge of Allegiance.

4. Changes to Agenda

Mr. Smith asked if there were any changes to the Agenda. Mr. Fairfield requested the following items be added: Item 8.C.7. – MacLand Disposal Center / Approval Hauled Waste Disposal; Item 8.C.8. – Resolution / Declaring Emergency Exist – WJC POTW; Item 8.D.3. – Dex Rental Agreement, and Item 10.A. – 08/18/2017 Memo – Drinking Water Systems Improvements Revolving Loan Fund Program.

5. New Director – Ocean Springs – Oath of Office

Mr. Jerry Munro was sworn in as the New OS Director.

6. Recognition

A. Service Award

Board recognized Chase Glisson and presented him with a plaque for Five years of service.

B. Public Recognition

Mr. Smith asked if there were any public to be recognized. Mr. Heidelberg recognized Senator Mike Seymour.

7. Consent Agenda

A. Corrected Minutes for June 26, 2017 – (Corrected Lindsey Lowery spelling.), **“Exhibit A”**

B. Corrected Minutes for July 24, 2017 – (Added note that Mr. Elly was unable to attend.), **“Exhibit B”**

C. Corrected Resolution for SRF Application the Jordan Road (PS #7) Wastewater System Improvements (Project Number on resolution was SRF-C280878-05 and is revised to SRF-C280878-06.), **“Exhibit C”**

D. FONSI (Finding of No Significant Impact On the Environment) has been issued by MDEQ for Jordan Road (PS #7) Wastewater System Improvement Project, **“Exhibit D”**

Mr. Murphy made a motion to approve Consent Agenda items 7.A. – 7.D. as presented. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

8. Discussion Agenda

A. Expenditures, **“Exhibit E”**

Mr. Elly 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. Tabled Items

1. Report and Recommendation for Telecom
Information was not ready for presentation.

2. Report and Recommendation for Internet Services
Information was not ready for presentation.

C. Engineer – Project Action

1. Request Assistance for Project Oversight for wet well installation at PS #22 (Bond Project), **“Exhibit F”**

Mr. Murphy made a motion to approve Project Oversight Assistance as requested. Mr. Elly seconded the motion, with the request that there be no Change Orders. The motion was approved with four (4) Yea votes and one (1) Nay vote. Mr. Eldridge was opposed.

2. Helena Wholesale Meter – Contract time increase of 32 days and reduction in cost of \$5,848.00 for Keith Waits Construction and increase for I & C (Arcadis) of \$8,600 (Bond Project), **“Exhibit G”**

Mr. Elly made a motion to approve the contract time increase of 32 days and reduction in cost. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

3. Utility Relocation Project – Request to task Neel Schaffer for Professional Services associated with the relocation valued at \$62,000.00 design and \$45,000.00 construction oversight (MDOT Project), **“Exhibit H”**

Mr. Munro made a motion to approve professional services associated with the relocation as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present

4. Amendment No. 4 to Planning Assistance Agreement with the US Army, **“Exhibit I”**

Mr. Murphy made a motion to approve Amendment No. 4 as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

5. Approval to allow DEQ access to 2 (two) JCUA sites for geo-survey, **“Exhibit J”**

Mr. Murphy made a motion to approve DEQ access to two sites for geo-survey. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

6. Equipment Failure at WJCPTW

A. Discuss Equipment Failure
Discussion Only

B. Resolution Declaring Emergency Exist at WJCPTW,
“Exhibit K”

Mr. Elly made a motion to approve the Resolution declaring an emergency exist at the WJCPTW. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

7. MacLand Disposal Center – Approval Hauled Waste Disposal

Mr. Murphy made a motion to table this item pending additional information. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present

Mr. Murphy made a motion to remove the motion to table. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

Mr. Murphy made a motion to approve the request as presented, contingent that the agreement does not cause a negative financial impact on the City of Moss Point and requested that Compliance contact the City of Moss Point to verify that this will not have a negative financial impact on the City. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

D. Purchasing

1. Approval to repair pump for PS #11 at \$12,078.80, **“Exhibit L”**

Mr. Eldridge made a motion to approve the request to repair PS #11 as presented. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

2. Approval to replace pump for PS #27 at \$24,879.00, **“Exhibit M”**

Mr. Murphy made a motion to approve the request to replace the pump at PS #27 as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

3. Dex Rental Agreement, **“Exhibit N”**

Information Only. Mr. Fairfield updated the Board regarding some changes in the agreement. No action required.

E. SRF – Highway 63 Project

1. Change Order 4 (Rev 1.) Time requested in this change order was approved last meeting; Project Engineer corrected the dates to reflect what was considered, **“Exhibit O”**

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

2. Change Order 5, **“Exhibit P”**

Mr. Murphy made a motion to approve 15 days only. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

3. Payment Request Application 14 - Necaise Brothers in the amount of \$98,122.65, **“Exhibit Q”**

Mr. Elly made a motion to approve Pay App No. 14 as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

4. Payment Request 24 – Compton Engineering in the amount of \$17,205.00, **“Exhibit R”**

Mr. Murphy made a motion to approve Pay Request No. 24 as presented. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

F. Bond

1. Pascagoula Moss Point and Escatawpa Treatment Plant

a. BKI, will present update

Rob Bredberg addressed the Board regarding the Project scope of changes.

b. Change Order No. 2, for The Creel Company, \$50,049.11 and 43 days, **“Exhibit S”**

Mr. Murphy made a motion to approve Change Order No. 2 as presented. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

2. Payment Requests, **“Exhibit T”**

Mr. Murphy made a motion to approve Bond Payment requests as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

G. Employee Relations Consideration

1. Recommendation / On-Call Duty Pay, **“Exhibit U”**

Mr. Eldridge made a motion to approve the recommendation presented regarding the On-Call Duty Pay. Mr. Munro seconded the motion. Mr. Elly requested this be monitored and a 90 day report be presented to the Board. The motion was unanimously approved by the Board Members present.

2. A/P Position Title Change, **“Exhibit V”**

Mr. Elly made a motion to approve the request for the A/P position Title change as presented. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

H. MS Rural Water Assoc. Emergency Assist Cooperative

This information was presented as Information Only. The JCUA is a member of the MSRWA Emergency Assistance Cooperative and the JCUA could be called to assist with the Hurricane Harvey recovery efforts. Board requested additional information.

I. Other, If Any

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

9. Board Attorney

A. Report

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

B. Request Authorization to Survey Surface Water Treatment Plant Property – 72 Acres, **“Exhibit W”**

Mr. Murphy motion to authorize the request to survey the SWTP property as presented, Not to Exceed \$5400.00. Mr. Munro seconded the motion and it was unanimously approved by the Board Members present.

C. Communication to JCUA Wholesale Customers

Mr. Elly made a motion requesting that JCUA information be sent to entity’s CEO who will be responsible to distribute accordingly. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

D. Other, If Any

There were no other Attorney items.

10. Director Items

A. 08/18/2017 Memo – Drinking Water Systems Improvements Revolving Loan Fund Program

No action required.

B. Other, If Any

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

11. Executive Session, If Required

At 5:45 P.M., Mr. Murphy made a motion to go into Closed Session to discuss issues regarding Legal Matters for possible Executive Session. Mr. Coggin 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 legal matters.

At 5:55 P.M., Mr. Elly made the motion to come out of Closed Session. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.

At 5:58 P.M., Mr. Murphy made a motion to go into Executive Session. Mr. Elly 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. Eldridge; Mr. Elly; Mr. Munro; Mr. Murphy; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 6:00 P.M., Mr. Murphy made a motion that the Board come out of Executive Session, resume Regular Session. Mr. Eldridge seconded the motion and it was unanimously approved by the Board members present.

No business was undertaken in Executive Session.

At 6:20 P.M., the meeting was re-opened to the public and regular session resumed.

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 6:30 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 11th day of September, 2017.


MARSHALL SMITH, PRESIDENT


KEVIN MILLER, SECRETARY-TREASURER