



# 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 December 18, 2017

### MINUTES

#### 1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., December 18, 2017, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Kevin Coggin, President; Tommy Eldridge, Vice President; Kevin Miller, Secretary-Treasurer; Andrew J. Elly, Vice Secretary-Treasurer; Director Marshall Smith. Mr. Munro and Mr. Murphy 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; Edna Lott, Accounting Principal; Chase Glisson, Engineering Manager; Ryan Dunlap, Mechanical Systems Superintendent; Carrie Dennis, Operations Manager; Derek Bullock, Project Manager; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; Greg Brown, Pickering; Chuck Starling, Kimley-Horn, and David Compton, Compton Engineering.

#### 2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

#### 3. Pledge of Allegiance

Mr. Jackie Elly, Vice Secretary-Treasurer, led the Pledge of Allegiance.

#### 4. Changes to Agenda

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

#### 5. Employee Recognition

Mr. Coggin asked if there were any Employee Recognition. There were none.

#### 6. Public Recognition

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

#### 7. Consent Agenda

- A. Minutes for October 23, 2017 (Amended) – Revised Tabled from October 5, 2017 was October 6, 2017 throughout. Added Exhibit Identifications for Items 8.K. and 8.L., **Exhibit “A”**

- B. Minutes for November 13, 2017, **Exhibit “B”**
- C. Minutes for November 27, 2017, **Exhibit “C”**
- D. Approval – Executive Director requested work directive to allow potential future installation of adjacent sewer line, **Exhibit “D”**
- E. Information Only – Pretreatment action should be taken by JCUA in the coming quarter. The attached proposal is for advance planning to consider Phase 1 effort in a January meeting. The controlling storm sewer permit for all cities and Jackson County is attached for reference, **Exhibit “E”**
- F. Information Only – Compliance report on gasoline leak in Pascagoula, **Exhibit “F”**
- G. Information Only – Final Approved Letter Report on Eastern Jackson County Water Reclamation Project. (Should have Project Partnership Agreement in January 8, 2018 Discussion Agenda.), **Exhibit “G”**
- H. Information Update – JCUA and Compton Engineering are continuing to negotiate the final credits and valuation for the mitigation effort previously approved by the Board, **Exhibit “H”**
- I. Purchase Request – Replace Grinder Pump at PMP - \$9,293.00 (Normal Repair Budget), **Exhibit “I”**
- J. Purchase Request – Replace/Upgrade WILO Pump at WJC - \$20,900.00 (Normal Repair Budget), **Exhibit “J”**
- K. Purchase Request – Amend contract for copiers to comply with requirements of HB 999, **Exhibit “K”**
- L. Purchase Request – Wildlife Solutions \$275.00, **Exhibit “L”**
- M. Purchase Request – Hoffman Equipment \$368.00, **Exhibit “M”**
- N. Purchase Request – VFD Repair P & S Controls \$7,584.07, **Exhibit “N”**
- O. Purchase Request – Perkins \$13,330.96 + Plus NTE \$600.00 for Safety Lights, **Exhibit “O”**
- P. Information Only – Congressional Letter, **Exhibit “P”**

Q. Information Only – UD Rates, **Exhibit “Q”**

Mr. Smith made a motion to approve Consent Items 7.A. – 7.Q. as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

8. Discussion Agenda

Mr. Eldridge entered the meeting at 4:06 P.M.

A. Expenditures, **Exhibit “R”**

Following review, Mr. Miller made a motion to approve Expenditures as presented. Mr. Smith seconded the motion. Following discussion and clarification of hurricane expenses for pump rentals, it was unanimously approved by the Board Members present.

B. US Army Corps of Engineers

1. Final Approval of Amendment No. 4 (Planning Assistance to States) and Payment of Sponsor Burden. (Approved July 28, 2017), **Exhibit “S”**

Mr. Elly made a motion to approve Amendment No. 4 as presented and authorized Executive Director to wire sponsor match funds. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

2. Other, If Any

Mr. Coggin asked if there any other US Army Corps of Engineers items. There were none.

C. Engineer – Project Action

1. MS Power Connection – Purchase Request for lowest bids on project materials, **Exhibit “T”**

Mr. Eldridge motion to award the bids to the lowest bidder on each line item and authorize purchase of project materials. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

2. Other, If Any

Mr. Coggin asked if there any other Engineer Project Action items. There were none.

D. Bond – Payment Request Totaling \$523,175.65 (Includes Final Summary Change Order and Payment for PMP/ETP Year 1 Project Completion), **Exhibit “U”**

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

E. SRF Action

1. Amendment to SRF DWI-L300164-01-1, **Exhibit “V”**

Mr. Smith made a motion to approve Loan Revision as presented with decrease of \$733,950.00. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

2. Regional Water – Contractor Payment Application 3 Frank Turner Construction \$263,476.42, **Exhibit “W”**

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

3. HWY 63 – To be provided, **Exhibit “X”**

Mr. Elly made a motion to approve (Partial) closeout documents with final payment contingent upon list of items to be completed and/or corrected, as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

F. Engage Phase II Provider for Annual Audit, **Exhibit “Y”**

Mr. Smith Made a motion to approve Staff recommendation to engage Piltz, Williams, LaRosa & Co. as the Primary Annual Audit Provider with Mauldin and Jenkins as an alternate, in the event the primary is unable to perform. Mr. Eldridge seconded the motion and it was unanimously approved by the Board Members present.

G. Other, If Any

Mr. Coggin asked if there were any other SRF Action items. There were none.

9. Board Attorney

A. Report – To be provided

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

B. Resolution – Spending Limit Adjustment for Bank Card, **Exhibit “Z”**

Mr. Elly made a motion to approve the Bank Card spending limit as presented. Mr. Miller seconded the motion and it was unanimously approved by the Board Members present.

C. Resolution - Adopt Tidelands Lease, **Exhibit “AA”**

Mr. Miller made a motion to approve the Resolution adopting the Tidelands Lease as presented. Mr. Smith seconded the motion and it was unanimously approved by the Board Members present.

D. Other, If Any

Mr. Coggin asked if there were any other Board Attorney items. There were none.

10. Director Items

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

11. Executive Session

At 4:38 P.M., Mr. Elly made a motion to go into Closed Session to discuss issues regarding Potential Litigation and Personnel matters 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 legal and personnel matters.

At 4:35 P.M., Mr. Smith made the motion to come out of Closed Session. Mr. Miller seconded the motion and it was unanimously approved by the Board members present.

At 4:41 P.M., Mr. Smith 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. Coggin; Mr. Eldridge; Mr. Miller; Mr. Elly; Mr. Smith; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 4:58 P.M., Mr. Elly 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 4:59 P.M., the meeting was re-opened to the public and regular session resumed.

12. Announce Date and Time of Next Meeting – January 8, 2018.

13. Adjourn

There being no further business to come before the Board, Mr. Smith made the motion to adjourn. Mr. Miller seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:00 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8<sup>th</sup> day of January, 2018.

  
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KEVIN COGGIN, PRESIDENT

  
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KEVIN MILLER, SECRETARY-TREASURER