



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 January 22, 2018

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., January 22, 2018, 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; Directors Jerry Munro, Michael Murphy, and Marshall Smith. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Lindsey Lowery, HR Administrative Assistant; Edna Lott, Accounting Principal; Chase Glisson, Engineering Manager; Derek Bullock, Project Manager; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster and Patrick Flannely, Arcadis; Eric Page, Neel-Schaffer; Greg Brown, Pickering, and Ethan Wise, Michael Baker.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Mr. Kevin Miller, Secretary-Treasurer, led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Mr. Coggin asked if there were any changes to the Agenda. Mr. Fairfield requested Item 7.E. – Bill Register be Amended.

5. Recognition

A. Public

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

B. Employee

The Board recognized Mr. Tommy Fairfield for 10 years of service and Mr. Coggin presented him with a plaque.

6. Consent Agenda

A. Adopt Job Description Modification – Metrologist, **Exhibit “A”**

B. Adopt Job Description Modification – Project Coordinator, **Exhibit “B”**

C. Taxed Impact Provision Summary, **Exhibit “C”**

D. Emergency Repair Confirmation – St. Andrews, **Exhibit “D”**

E. Generator Service Contract Extension, **Exhibit “E”**

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

7. Discussion Agenda

A. Expenditures, **Exhibit “F”**

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

B. Arcadis Engineering Project Report, **Exhibit “G”**

Mr. Pete McMaster and Mr. Patrick Flannely of Arcadis presented the Wholesale Wastewater Cost of Service Report.

C. Bond Project Action

1. Payments, **Exhibit “H”**

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

2. Other, If Any

Mr. Coggin asked if there were any other Bond Items, there were none.

D. SRF Action

1. Pay Application No. 4 for \$217,747.30 – Frank Turner, **Exhibit “I”**

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

2. Customer Notice Draft, **Exhibit “J”**

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

3. Other, If Any

Mr. Coggin asked if there were any other SRF Action Items, there were none.

E. US Army Corps of Engineers Action, **Exhibit “K”**

Mr. Munro made a motion to authorize Executive Director to sign the Non-Federal Sponsor’s Self-Certification of Financial Capability for Agreements, as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board Members present.

F. MSDH Inspection Report

Executive Director reported JCUA received perfect 5.00 rating on both water systems again.

G. FEMA Action Items and Report

Report only. No action required.

H. Extension Items

1. Helena Area – Report Only

Discussion only. No action required.

2. Vancleave Area, **Exhibit “L”**

Mr. Munro made a motion to authorize Executive Director to require the contractor to pay for everything. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

3. Other, If Any

Mr. Coggin asked if there were any other Extension Items, there were none.

I. MDOT Project Action, **Exhibit “M”**

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

J. Other, If Any

Mr. Coggin asked if there were any other MDOT Project Action Items, there were none.

8. Board Attorney

A. Report

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

B. Other, If Any

Mr. Coggin asked if there were any other Attorney Items, there were none.

9. Director Items

A. Personnel Action Items

1. Budget Adjustment, **Exhibit “N”**

Mr. Munro made a motion to approve Budget Adjustment, Adjust Salaries, and Pay Raises as presented. Mr. Muller seconded the motion and it was unanimously approved by the Board Members present.

2. Reinstate Use of Company Vehicle, **Exhibit “O”**

Mr. Elly made a motion to add the Executive Director to the approved take home vehicle list. Mr. Murphy seconded the motion and it was unanimously approved by the Board Members present.

B. Other, If Any

Mr. Coggin asked if there were any other Director Items, there were none.

10. Executive Session (If Needed)

At 5:00 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. Munro 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 5:01 P.M., Mr. Elly made the motion to come out of Closed Session. Mr. Smith seconded the motion and it was unanimously approved by the Board members present.

At 5:02 P.M., Mr. Eldridge made a motion to go into Executive Session. Mr. Munro 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. Elly; Mr. Munro; Mr. Murphy; Mr. Smith; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 5:42 P.M., Mr. Elly made a motion that the Board come out of Executive Session, resume Regular Session. Mr. Murphy seconded the motion and it was unanimously approved by the Board members present.

No business was undertaken in Executive Session.

At 5:43 P.M., the meeting was re-opened to the public and regular session resumed.

11. Hemphill v Aeromix Systems

Mr. Murphy made a motion to authorize Authority Counsel to join Hemphill Construction in a suit for Breach of Contract against Aeromix Systems. Mr. Miller 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. Munro made the motion to adjourn. Mr. Eldridge seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:45 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12th day of February, 2018.



KEVIN COGGIN, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER