



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
February 12, 2018

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., February 12, 2018, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Kevin Coggin, President; Tommy Eldridge, Vice President; Kevin Miller, Secretary-Treasurer; Directors Jerry Munro, Michael Murphy, and Marshall Smith. Director Elly was 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; Derek Bullock, Project Manager; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; Greg Brown, Pickering; Paul Foley, Michael Baker; Chuck Starling, Kimley-Horn; Andy Douglass, Compton Engineering, and Jason Overstreet, Garner Russell

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

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

4. Changes to Agenda, If Any

Director Coggin asked if there were any changes to the Agenda. Mr. Fairfield requested to add the following: Addendum to Item 7.A. – Expenditures and Add Item 9.A. – Flow Discussion

5. Public Recognition

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

6. Consent Agenda

A. Minutes for January 8, 2018, **Exhibit “A”**

B. Minutes for January 22, 2018, **Exhibit “B”**

- C. Editorial Correction to Minutes for September 25, 2017 (Item 7.D. did read “The motion was approved with four (6) votes...”), **Exhibit “C”**
- D. Approve Routine Invoices for Services Completed During Software Conversion, **Exhibit “D”**
- E. Approve request to observe “Good Friday” in lieu of the State Holiday “Confederate Memorial Day”, **Exhibit “E”**
- F. Approve and Authorize Board President to Execute Utility Easement Agreement with Jackson County, **Exhibit “F”**
- G. Authorize Advertisement for PS 6 Professional Engineering Services Proposals, **Exhibit “G”**
- H. MDOT Notice to Proceed – Highway 57 Phase II, **Exhibit “H”**
- I. Waiver of Informalities for Lawn Maintenance Contract, **Exhibit “I”**
- J. ArcGIS Quote, **Exhibit “J”**
Director Miller made a motion to approve Consent Items 6.A. – 6.J. as presented. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

7. Discussion Agenda

- A. Expenditures, **Exhibit “K”**
Director Smith made a motion to approve Expenditures as presented. Director Murphy seconded the motion. Following discussion and clarification of expenses, the motion carried with a unanimous vote by the Board Members present.

Director Miller left meeting, did not vote.
- B. FEMA/MEMA Action
 - 1. Approve Compton Engineering for PS 1 Repair and Mitigation Professional Services, **Exhibit “L”**

Director Miller returned to meeting.

Mr. Fairfield explained purpose for proposal and why JCUA requested this proposal from Compton Engineering. Director Munro made a motion to accept the proposal as presented. Director Smith seconded. The motion was passed with six (6) yea votes and one (1) nay vote. Director Coggin was opposed.

2. Other, If Any

Director Coggin asked if there were any other FEMA/MEMA Action Items. There were none.

C. Bond Project Action

1. Payments – Requisition 40 Totaling \$72,724.87, **Exhibit “M”**

Director Murphy made a motion to approve Bond payments as presented. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Coggin asked if there were any other Bond Project Action Items. There were none.

D. MDOT Action

1. Professional Services Invoices 1048087 (\$30,746.00) and 1049087 (\$14,164.00) from Neel Schaffer, **Exhibit “N”**

Director Murphy made a motion to approve Invoice 1048087 and 1049087 as presented. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Coggin asked if there were any other MDOT Action Items. There were none.

E. SRF Action

1. Pay Application No. 5 for \$169,306.22 – Frank Turner, **Exhibit “O”**

Director Miller made a motion to approve Pay App No. 5 as presented. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Coggin asked if there were any other SRF Action Items. There were none.

F. Other, If Any

Director Coggin asked if there were any other Discussion Items. There were none.

8. Board Attorney

A. Report

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

B. City of Pascagoula Offer to Dismiss Lawsuit

Director Munro made a motion to authorize JCUA Legal Counsel to accept the City of Pascagoula's offer to dismiss their lawsuit without prejudice, no fault and no cost. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present.

Director Munro offered to take a copy of the offers to dismiss to the City of Ocean Springs in an effort to engage the City of Ocean Springs' in doing the same. Legal will also send a copies to Director Smith to engage the City of Gautier as well.

C. Other, If Any

Director Coggin asked if there were any other Attorney Items. There were none.

9. Director Items

A. Flow Discussion, **Exhibit "P"**

Discussion Only, no action required.

B. Other, If Any

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

10. Executive Session (If Needed)

At 4:35 P.M., Director Munro made a motion to go into Closed Session to discuss issues regarding Potential Litigation and Personnel matters for possible Executive Session. Director Murphy seconded the motion. The motion carried with a unanimous vote 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 4:37 P.M., Director Munro made the motion to come out of Closed Session. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 4:38 P.M., Director Miller made a motion to go into Executive Session. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

In attendance were: Director Coggin; Director Eldridge; Director Miller; Director Munro; Director Murphy; Director Smith; Mr. Fairfield; Mr. Heidelberg and Ms. McDonald.

At 5:30 P.M., Director Murphy made a motion that the Board come out of Executive Session, resume Regular Session. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 5:30 P.M., the meeting was re-opened to the public and regular session resumed.

11. Adjourn

There being no further business to come before the Board, Director Murphy made the motion to adjourn. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 5:31 P.M.

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



KEVIN COGGIN, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER