



**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  
**April 9, 2018**

**MINUTES**

**1. Call to Order**

The Regular meeting of the Board of Directors convened at 4:00 P.M., April 9, 2018, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Kevin Coggin, President; Tommy Eldridge, Vice President; Andrew J. Elly, Vice Secretary-Treasurer; Directors Jerry Munro, Marshall Smith and Michael Murphy. Director Miller was unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Scott McElroy, Finance/Admin Director; Linda Gasaway, Administrative Assistant; Chase Glisson, Engineering Manager; Carrie Dennis, O&M Superintendent; Christian Nevarez, Lab Manager; Lynette Hardin, Accounting Assistant; James Heidelberg, Authority Counsel; Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; Greg Brown, Pickering; Chuck Starling and Jason Gault, Kimley-Horn, Paul Foley, Michael Baker, and Nick Gant, BMA.

**2. Devotion**

Tommy Fairfield, Executive Director, presented the invocation.

**3. Pledge of Allegiance**

Director Elly, Vice 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 an addendum to Agenda Item 7.A. be added.

**5. Public Recognition**

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

**6. Consent Agenda**

A. Minutes for March 12, 2018, **Exhibit “A”**

B. Minutes for March 26, 2018, **Exhibit “B”**

- C. Approve Updated Mississippi Office of Surplus Property Application (This will save money on specific durable goods and provides a recognized disposal site for use at little or no cost.), **Exhibit “C”**
- D. Recent EPA Action – The EPA has recently announced the Water Infrastructure Finance and Innovation Act (WIFIA). Staff will continue to follow this program and bring forward any proposals for action to the Board. The Executive Director has responded to questions about how this program can/will help JCUA. To update the Directors briefly, this is a “LOAN” program intended to supplement other sources of revenue for large projects. For example: If one were to require funds to build a \$400,000,000 water reclamation facility, and the State Revolving Loan Fund only has \$7,000,000 to offer, the entity could get bonds for \$200,000,000 and request a WIFIA loan for the \$173,000,000 balance. Attached is a copy of the funding template for the application package, **Exhibit “D”**
- E. Approve Advertisement for Professional Services RFQ, **Exhibit “E”**
- F. Report Only – JCUA Participation on new video effort, **Exhibit “F”**
- G. Approve – Lab Equipment Service Contract Renewal, **Exhibit “G”**
- H. Approve – Pump Service Contract Addendum (Adds PS 4, end of warranty), **Exhibit “H”**
- I. Approve – Purchase Request PS 9 (City of Pascagoula) NTE \$40,819.00, **Exhibit “I”**
- J. Report Only – Influent Concentration at ETP, **Exhibit “J”**
- K. Report Only – Accident (No Injury) at ETP, **Exhibit “K”**
- L. Approve – Purchase Request Lab Equipment, **Exhibit “L”**
- M. Approve – USDA Request for funds, **Exhibit “M”**  
Director Eldridge made a motion to approve Items 6.A. – 6.M. as presented. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present.

## 7. Discussion Agenda

### A. Expenditures, **Exhibit “N”**

Director Elly made a motion to approve the Expenditures as presented. Director Smith seconded the motion. Following discussion, the motion carried with a unanimous vote by the Board Members present.

### B. SRF Action

#### 1. Frank Turner Construction PA#6 - \$149,751.53, **Exhibit “O”**

Director Eldridge made a motion to approve Pay Application No. 6 as presented. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

#### 2. Professional Services Selection Process PS #6, **Exhibit “P”**

Mr. Fairfield presented to the Board the Professional Services Selection Process, the proposed final selection schedule dates, and the staff members of the proposed selection committee. There was no action required regarding the information provided.

#### 3. Executive Director will discuss results of a meeting with Jackson County Solid Waste Management and Report on lessons from meeting in Jackson.

Mr. Fairfield updated the Board regarding the results of his recent meeting with the Jackson County Solid Waste Management and State Revolving Loan fund status learned in Jackson. No action was required.

### C. Bond Project Action

Director Smith recused himself from discussion and voting on Items 7.C.1. – 7.C.3.

#### 1. Payments – Requisition 43 (Note Graham #12 was Approved March 26, 2018), **Exhibit “Q”**

#### 2. Authorize Executive Director to “Wire Transfer” US Army Corps. of Engineers sponsor match funds to the United States Treasury upon formal adoption and execution of the Project Partnership Agree (PPA) between the United States Army Corps. Of Engineers and the Jackson County Utility Authority.

Director Murphy made a motion to approve Items 7.C.1. and 7.C.2. as presented. Director Elly seconded the motion. Following discussion, the motion carried with a unanimous vote by the Board Members present.

#### 3. Change Order – Graham Construction (Weather), **Exhibit “R”**

Director Munro made a motion to approve the 60 Day Time Extension as requested. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

Director Smith returned to meeting at 4:25 P.M.

4. Purchase Request – Equipment Upgrade at ETP, **Exhibit “S”**

Director Murphy made a motion to approve the request for Automatic Analyzers as presented. Director Smith seconded the motion. Following discussion, the motion carried with a unanimous vote by the Board Members present.

D. Update – US Army Corps of Engineers Project

Mr. Fairfield updated the Board regarding the USA COE project. No Board action was required.

E. Other, If Any

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

8. Board Attorney

A. Report

Legal Counsel updated the Board on Attorney matters. No Board action was required.

B. Partnership Agreement Action Items – City of Moss Point, **Exhibit “T”**

Director Elly made a motion to approve the Partnership Agreement with the City of Moss Point as presented. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

C. Support Contract – To support Legal and Staff in responding and resolving previous IT services contract, **Exhibit “U”**

Director Smith made a motion to approve the Support Contract as presented. Director Murphy seconded the motion. Following discussion, the motion carried with a unanimous vote by the Board Members present.

D. Other, If Any

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

9. Director Items

A. JCUA Agencies Average Flow Report, **Exhibit “V”**

B. JCUA Wholesale Wastewater Customer Officials and Management Letter with FY-2018 Flow Year Billing Summary, **Exhibit “W”**

Items 9.A. and 9.B. were presented to the Board for discussion. Staff will process as directed.

C. Other, If Any

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

10. Executive Session, If Needed

Director Coggin asked if there was a need for Executive Session. There was not.

11. Adjourn

There being no further business to come before the Board, Director Elly made the motion to adjourn. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 4:57 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 14<sup>th</sup> day of May, 2018.

  
\_\_\_\_\_  
KEVIN COGGIN, PRESIDENT

  
\_\_\_\_\_  
ANDREW J. ELLY, VICE SECRETARY-TREASURER