



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
May 14, 2018

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., May 14, 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; Michael Murphy and Marshall Smith. 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; Edna Lott, Accounting Principal; Chase Glisson, Engineering Manager; Carrie Dennis, O&M Superintendent; Christian Nevarez, Lab Manager; Derek Bullock, Project Manager; Lynette Hardin, Accountant Assistant; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; Greg Brown, Pickering; Jason Gault, Kimley-Horn; Paul Foley, Michael Baker, and Tom Rice, Gator Boring.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Smith 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 the following: Replace Item 6.F. with 6.F. Update and Add-On for Item 7.A. – Expenditures.

5. Public Recognition

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

6. Consent Agenda

A. Minutes for April 9, 2018, **Exhibit “A”**

B. Minutes for April 23, 2018, **Exhibit “B”**

- C. Report Only – JC Chamber of Commerce Participation in 2018 Explosion of Excellence, **Exhibit “C”**
- D. Affirm – Commitment to support JC in our efforts to Certify as an ACT Work Ready Community. JCUA will recognize scores and certification as one our efforts to ensure workplace diversity and a consistent candidate evaluation process, **Exhibit “D”**
- E. Approve – Pest control service contract recommendation from purchasing, **Exhibit “E”**
- F. Approve – Declare the items listed as surplus/scrap for disposal, **Exhibit “F”**
- G. Approve – Purchase request for replacement pump at GTP, **Exhibit “G”**
- H. Approve – Updated Monitoring Program, **Exhibit “H”**
- I. WJC MS0045446 – Notification of Non-Compliance for April 2018, **Exhibit “I”**
Director Murphy made a motion to approve the Consent Agenda Items 6.A. – 6.I. as presented. Director Munro seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

7. Discussion Agenda

A. Expenditures, **Exhibit “J”**

Director Murphy made a motion to approve the Expenditures as presented. Director Miller seconded the motion. Director Coggin asked if there were any questions or comments. Directors Coggin and Munro had questions regarding C-Spire, Kings, Inc. and Meredith Anderson expenses. Following questions and discussion, the motion carried with a unanimous vote by the Board Members present.

B. SRF Action

1. Frank Turner Construction PA#7 - \$295,085.24, **Exhibit “K”**

Director Munro made a motion to approve Pay Application No. 7 as presented. Director Eldridge seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Contractor Communication – Project Engineer and Legal are following program regulations to resolve, **Exhibit “L”**

Information Only, no action required.

3. Authorize - Phase 2 Loan Application Regional Water Supply Master Plan, **Exhibit “M”**

Director Murphy made a motion to Adopt the Resolution Naming Authorized Representative and Authorizing Execution of the Loan Agreement as presented and move forward with submission of Phase 2 of the remaining work for Water Supply. Director Munro seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

4. Authorize - Phase 2 Loan Application Regional Wastewater Transmission System Master Plan **Exhibit “N”**

Director Munro made a motion to approve Staff’s request to Adopt the Resolution Naming Authorized Representative and Authorizing Execution of the Loan Agreement as presented and move forward with submission of Phase 2 of the remaining work for Wastewater Transmission System. Director Eldridge seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

5. Approve - Professional Services Selection for PS 6 SRF Facility Plan contract negotiation, **Exhibit “O”**

Director Murphy made a motion to approve the Professional Services Selections for PS No. 6 as presented. Director Munro seconded the motion. Director Coggin asked if there were any questions or comments. Director Elly asked about the Criteria Requirements and Solicitation procedures regarding minorities. Executive Director Fairfield explained the process. Following discussion, the motion carried with a unanimous vote by the Board Members present.

6. Approve – Water connections. (Combined Bond and SRF), **Exhibit “P”**

Director Murphy made a motion to authorize Water Connections to existing homes utilizing Bond Funds to fund the project. Director Elly seconded the motion. Director Coggin asked if there were any questions or comments. Executive Director Fairfield noted that this would come out of the 300 Fund and for existing homes only.

C. Bond Project Action

1. Approve – Required easement for gas line crossing to connect MS Power (Plant Daniel), **Exhibit “Q”**

Director Eldridge made a motion to authorize Executive Director to obtain required Easement Agreement as presented. Director Murphy seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Approve – Requisition and payments, **Exhibit “R”**

Director Munro made a motion to approve Bond Project requisitions and payments as presented. Director Murphy second the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

D. Update – US Army Corps of Engineers Project

Update Only, no action required.

E. MDOT – Engineer’s recommendation for Highway 613 Project, **Exhibit “S”**

Director Elly made a motion to Accept Engineer’s recommendation to consider the bid submitted by Gator Boring as the low bidder, contingent upon JCUA’s Legal Counsel’s concurrence and MDOT approval. Director Murphy seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

F. Request T-Bill Investment Authorization

Executive Director Fairfield presented his request to the Board for authorization of a six (6) month T-Bill investment, in accordance with our Investment SOP. Director Munro made a motion to authorize the investment as requested. Director Smith seconded the motion. Director Coggin asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

G. Other, If Any

Director Coggin asked if there were any other Discussion Agenda 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

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

9. Director Items

Information Only, no action required.

10. Executive Session, If Needed

It was determined that there was no need for Executive Session.

11. Announce Date and Time of June Meetings

June 11, 2018 and June 25, 2018

12. Adjourn

There being no further business to come before the Board, Director Elly made the motion to adjourn. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 5:00 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 11th day of June, 2018.



KEVIN COGGIN, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER