



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 June 11, 2018

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., June 11, 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 Michael Murphy and Marshall Smith. Director Munro had not arrived yet. 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; Ryan Dunlap, Retail/Water Superintendent; Carrie Dennis, O&M Superintendent; Derek Bullock, Project Manager; Jerod Martin, Water Operator; James Heidelberg and April McDonald, Authority Counsel; Greg Brown, Pickering; Chuck Starling, Kimley-Horn; Joshua Birck, Neel-Schaffer; Paul Foley, Michael Baker, and Randy Bosarge, JCBOS – District 5.

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: Add-On to Item 8.A. – Expenditures; Add Item 8.C.2. – Benvenuttie Electrical Invc# 28697 and Item 8.E. – USCOE/JCUA Design Agreement RE: JCUA Water Reclamation Project.

5. Public Recognition

Director Coggin asked if there were any public to be recognized. Randy Bosarge, JCBOS – District 5, addressed the Board requesting JCUA to include the Mississippi Sound area of Jackson County in their water test sites. The Board members present unanimously agreed to allow JCUA staff to include the area requested.

6. Employee Recognition

Board recognized Jerod Martin for completion of Apprentice Advanced Water Operator Program and Graduating from University of South Alabama Engineering Program. Board President, Kevin Coggin, presented Mr. Martin with a plaque.

7. Consent Agenda

- A. Minutes for May 14, 2018, **Exhibit “A”**
- B. Minutes for May 21, 2018, **Exhibit “B”**
- C. Minutes for May 25, 2018, **Exhibit “C”**
- D. Declaration - Surplus Materials Disposition, **Exhibit “D”**
- E. Approve – Reinstate holiday pay exclusion that was inadvertently omitted in the current revision of the employee handbook, **Exhibit “E”**
- F. Approve – Contract amendment to PM Service Plan for generators to reflect recent equipment upgrades at facilities, **Exhibit “F”**
- G. Approve – Rockwell Service Contract (Irby) extension and Budget Modification of transfer \$22,239.00 from 200-DWI to 200-6900, **Exhibit “G”**
- H. Approve – Utility Service Co. Annual contract payment with CPI and a Budget Modification transfer of \$38,147.00 from 200-DWI to 200-6900, **Exhibit “H”**
- I. Approve – Gulf Breeze contract update to reflect added site, **Exhibit “I”**
- J. Approve – Extension to Safety Plus contract, **Exhibit “J”**
- K. Approve – Engineering recommendation for evaluation of Engineering General Services SOQ’s, **Exhibit “K”**
- L. Approve – Updated pest control agreement proposal (Ol’ Magnolia), **Exhibit “L”**
- M. Approve – PO for Air Conditioning Replacement at PMP (Lowest and best), **Exhibit “M”**
- N. Approve – PO for pump replacement at PS 24. (Lowest and best), **Exhibit “N”**

Director Coggin request Items 7.J, 7.K. and 7.M. be pulled for discussion and Director Elly requested Item 7.M. also be pulled for discussion.

Director Miller made a motion to Approve Items 7.A. – 7.I. and Item 7.L. as presented. Director Elly 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.

Director Munro entered the meeting at 4:16 P.M.

Director Coggin addressed staff regarding Item 7.J., asking about the Terms of Agreement, **automatic renewal**; Onsite Personnel, **exclusively utilize the “service provider**; and Notices of Change, **without notice**. Mr. Fairfield explained the reason for the Automatic Renewal and stated that staff would address the other items. Following discussion, Director Murphy made a motion to Approve the Contract Extension with the improved language regarding responders and material content by Director Coggin. Director Elly seconded the motion. The motion carried with a unanimous vote by the Board Members present.

Director Coggin addressed staff regarding Item 7.K., asking for clarification of staff’s request. Mr. Fairfield presented this item and noted that this was for update only, no action was required.

Prior to discussion of Item 7.M., Director Smith recused himself. Director Elly addressed staff regarding the large difference in the quotes presented. Staff explained that the difference is that the company with the higher quote would have to subcontract some of the work quoted; which increased their quote considerably compared to the other company who owns the equipment needed. Director Elly made a motion to Approve staff’s recommendation as presented. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

Director Smith returned to the meeting following the discussion and vote of Item 7.M.

Director Coggin addressed the staff regarding Item 7.N., inquiring about the shipping charge of \$760.00. Mr. Fairfield stated that staff is currently in negotiations regarding the shipping charge. Director Miller made a motion to Approve Item 7.N. based on quote provided. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

8. Discussion Agenda

A. Expenditures, **Exhibit “O”**

Director Coggin asked why lawn equipment is being maintained and serviced when JCUA has a lawn service provider. Mr. Fairfield explained that the lawn service does not maintain the plants. Director Eldridge addressed staff regarding the Expenses for Veh#204 at Crown Dodge. Staff explained that the total charge was for more than the one item listed. Director Miller made a motion to Approve the Expenditures as presented. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

B. SRF Action

1. Frank Turner Construction Change Order #3 – Reduction of \$434,164.29, **Exhibit “P”**
Director Elly made a motion to Approve CO #3 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.
2. Frank Turner Construction Payment Application #8 for \$222,084.77, **Exhibit “Q”**
Director Munro made a motion to Pay App #8 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. (Director Elly did not vote)
3. Approve update Request for Ranking for PS 6, **Exhibit “R”**
Director Coggin asked for explanation for request. Mr. Fairfield presented the request and explanation for need of the Request for Ranking. Director Miller made a motion to request 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.
4. Approve Facility Plan Contract with Kimley Horn for PS 6, **Exhibit “S”**
Director Smith made a motion to Approve the Facility Plan Contract 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.
5. Neel-Schaffer invoice \$30,000 for Jordan Road Project, **Exhibit “T”**
Director Miller made a motion to Approve the invoice 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.
6. Neel Schaffer Invoice \$1,725.00 for Sewer PH 2, **Exhibit “U”**
Director Munro made a motion to Approve staff’s recommendation to pay the invoice as presented. 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.

C. Bond Project Action

1. Approve – Payments totaling \$42,666.88, **Exhibit “V”**
Director Miller made a motion to Approve payments 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.
2. St. Andrews System Improvement – Invoice 28697 for \$5,019.00, **Exhibit “W”**
Director Smith made a motion to Approve Invoice 28697 as presented. Director Miller 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.
3. Other, If any
Director Coggin asked if there were any other Bond Project Agenda Items. There were none.

D. JCUA Projects and Action Items

1. Approve Payment Application for PS #26 to Keith Waits Construction of \$40,175.28, **Exhibit “X”**
Director Munro made a motion to Approve pay app to Keith Waits as presented. Director Miller 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. Trustmark FEMA Loan Maturity Payoff estimate \$400,000.00 (Repayment requested from MEMA/FEMA)
Director Miller made a motion to Approve Loan Maturity Payoff as presented. Director Elly 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.

E. COE and JCUA Agreement – JC Water Reclamation Project, Exhibit **“Y”**

Director Munro made a motion to Authorize Board President and JCUA Legal Counsel to sign the USA COE and JCUA Agreement for the JC Water Reclamation Project. 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.

F. Other, If Any

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

9. Board Attorney

A. Report

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

B. Other, If Any

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

10. Director Items

- A. President – Set Benefits and Compensation Committee Meeting for June 22, 2018. (Health Insurance and Boiler Machinery Insurance) Meeting scheduled for Friday, 06/22/2018 @ 2:00 P.M. at the JCUA Executive Conference Room

11. Executive Session (If Needed)

At 4:50 P.M., Director Elly made a motion to go into Closed Session to discuss issues regarding Litigation matters for possible Executive Session. Director 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 litigation matters.

At 4:51 P.M., Director Miller made the motion to come out of Closed Session. Director Munro seconded the motion and it was unanimously approved by the Board members present.

At 4:52 P.M., Director Eldridge made a motion to go into Executive Session. Director Smith seconded the motion and it was unanimously approved by the Board members present.

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

At 5:26 P.M., Director Elly made a motion that the Board come out of Executive Session and resume Regular Session. Director Smith seconded the motion and it was unanimously approved by the Board members present.

No business was undertaken in Executive Session.

At 5:26 P.M., the meeting was re-opened to the public and regular session resumed.

12. Dismiss JCUA Lawsuit Against Aeromix d/b/a RWL Water

Director Miller made a motion to Dismiss, Without Prejudice, the JCUA lawsuit against Aeromix d/b/a RWL Water and to potentially refile in another Court or resolve as necessary. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

13. Adjourn

There being no further business to come before the Board, Director Elly made the motion to adjourn. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 5:28 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 9th day of July, 2018.



KEVIN COGGIN, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER