



# 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

December 17, 2018

## MINUTES

### 1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., December 17, 2018, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Tommy Eldridge, President; Jerry Munro, Vice President, Kevin Miller, Secretary/Treasurer; Jackie Elly, Vice Secretary/Treasurer and Directors Kevin Coggin, Michael Murphy and Marshall Smith. 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, Lead Administrative Assistant; Edna Lott, Accounting Principal; Tara Sistrunk, HR/ER Manager; Ryan Dunlap, Retail & Water Systems Superintendent; Christian Nevarez, Lab Manager; Morgan Pitts, QA/QC; James Heidelberg and April McDonald, Authority Counsel; Charles Capdepon, Pickering; Pete McMaster, Arcadis; Eric Page, Neel-Schaffer; Chuck Starling, Kimley-Horn, and Columbus Dwellingham, Jackson County Resident.

### 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 Eldridge asked if there were any changes to the agenda. Mr. Fairfield requested the following Items be added to the Agenda: Item 7.A. Expenditures – Set 2 of 2; Item 10 Retiree Insurance; Item 11 Compliance Letter to the City of Ocean Springs and Handout for Item 7.B.1. with an add-on – JCUA Invoice for Administrative Services.

### 5. Public Recognition

Director Eldridge asked if there were any public to be recognized. The Board recognized Mr. Columbus Dwellingham, Jackson County Resident. Mr. Dwellingham addressed the Board regarding his request for reimbursement of his capacity fee. Mr. Dwellingham's request is presented in the 12/17/2018 Consent Agenda, Item 6.D.

6. Consent Agenda

- A. Adopt - Minutes for November 19, 2018, **Exhibit “A”**
- B. Approve - Declaration of Surplus Materials and Disposition is in Accordance with State Regulations (See Exhibit for Item Schedule), **Exhibit “B”**
- C. Information – Compliance, City of Ocean Springs, **Exhibit “C”**
- D. Customer Refund – 2904 Beachview, **Exhibit “D”**
- E. Customer Refund – Highway 613, **Exhibit “E”**
- F. Easement Agreement – Goldman/Loper, **Exhibit “F”**
- G. Approve –DMRQA Reagents Purchase (Munis Req# 19541) - \$5,978.00, **Exhibit “G”**
- H. Approve – Declare Phones Surplus Prior to Disposal, **Exhibit “H”**  
Director Murphy made a motion to Approve Items 6.A. – 6.H. as presented. Director Smith seconded the motion. Director Eldridge 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 “I”**  
Director Miller made a motion to Approve the Expenditures as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.
- B. Bond Project Action
  - 1. Approve - Requisition #56, **Exhibit “J”**  
Director Elly made a motion to Approve Requisition #56 as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Mr. Fairfield presented the JCUA Invoice for the Bond Project Administrative Services for \$66,755.20 to be Reimbursed to the Revenue Account. Director Eldridge asked if there were any additional questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

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

C. MDOT Projects

1. Approve Pay Application #4 – Hwy 613 (Black Creek),  
**Exhibit “K”**

Director Coggin made a motion to Approve Pay Application No. 4 as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments. Eric Page, Neel-Schaffer, project engineer updated the board regarding the project status, stating possible completion date of January 15, 2019. Director Murphy asked if we can put Gator Boring on notice, JCUA Legal Counsel stated that JCUA can do this. Director Eldridge asked if there were any additional questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Approve Pay Application C E & I – Hwy 57, **Exhibit “L”**

Director Coggin made a motion to Approve Payment of CE&I Invoice No. 1053369-S as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Mr. Fairfield stated that the County has requested that JCUA keep The Shed open; Eric Page, Neel-Schaffer, project engineer stated that there are some ongoing legal issues currently in play between The Shed and the County. Director Eldridge asked if there were any additional questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

3. Other, If Any

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

8. Board Attorney

A. Resolution (Initiate Public Water System Acquisition), **Exhibit “M”**

Director Murphy made a motion to Approve the Acquisition Resolution as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

B. Report

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

C. Other, If Any

Director Eldridge asked if there were any other Attorney Items, there were none.

9. Director Items

A. If Any

Director Eldridge asked if there were any Director Items, there were none.

10. Retiree Insurance, **Exhibit “N”**

Tara Sistrunk, HR/ER Manager presented this item. Director Miller made a motion to Approve staff’s request to keep Retiree Insurance Account open, as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

11. Letter to City of Ocean Springs, **Exhibit “O”**

Letter was presented for information only. No Board action was required.

12. Executive Session, If Required

At 4:41 P.M., Director Elly made a motion to go into Closed Session to discuss issues regarding Legal Matters for possible Executive Session. Director Smith 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 Personnel matters.

At 4:42 P.M., Director Miller made the motion to come out of Closed Session. Director Elly seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 4:43 P.M., Director Miller made a motion to go into Executive Session. Director Elly seconded the motion. The motion carried with a unanimous vote by the Board Members present.

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

At 4:48 P.M., Director Munro made a motion that the Board come out of Executive Session and resume Regular Session. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present.


No business was undertaken in Executive Session.


At 4:48 P.M., the meeting was re-opened to the public and regular session resumed.

### 13. Adjourn

There being no further business to come before the Board, Director Murphy made the motion to adjourn. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 4:50 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 14th day of January, 2019.

  
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TOMMY ELDRIDGE, PRESIDENT

  
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KEVIN MILLER, SECRETARY-TREASURER