



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 11, 2019

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., February 11, 2019, 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: Johnny Groue, Deputy Director; Scott McElroy, Director of Finance/Administration; Linda Gasaway, Lead Administrative Assistant; Ryan Dunlap, Retail & Water Systems Superintendent; Tara Sistrunk, HR/ER Manager; Carrie Dennis, O&M Manager; Lynette Hardin, Assistant Accountant; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Greg Brown, Pickering; Eric Page, Neel-Schaffer and Jason Gault, Kimley-Horn.

2. Devotion

Johnny Groue, Deputy Director, presented the invocation.

3. Pledge of Allegiance

Director Murphy led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the agenda. Mr. Groue requested the following items be added to the Agenda: Item 8.B. – Property Acquisition and Item 8.C. – Directors Committee Descriptions.

5. Public Recognition

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

6. Consent Agenda

A. Adopt - Minutes for January 14, 2019, **Exhibit “A”**

B. Adopt – Minutes for January 28, 2019, **Exhibit “B”**

C. Purchase Order – Capital Improvements PS 34 – Estimated \$8,500.00, **Exhibit “C”**

D. Purchase Order – Single Vehicle Replacement – State Contract \$26,731.00 (Budget Item), **Exhibit “D”**

E. Approve – Taylor Power Year Four (4) Generator Service Agreement, **Exhibit “E”**

Director Coggin made a motion to Approve Items 6.A. – 6.E. as presented. Director Murphy 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 “F”**

Director Miller made a motion to Approve the Expenditures as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments. Director Coggin asked about the C-Spire service, if employees used company phones for personal use, staff responded that they were not for personal use. Director Coggin asked what was meant by allowances regarding Cintas, staff stated this was in reference to the monthly uniform allowance. Director Eldridge asked if there were any other questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

Director Munro entered the meeting at 4:40 P.M.

B. Bond Project Action

1. Deputy Director – Update on Progress at Groveland PS (Discussion Item)

Mr. Groue updated the Board regarding the Groveland PS repairs, newly developed issues and projected resolutions; as well as a handout of pictures documenting these items. Update only, no Board action was taken.

8. Board Attorney

A. Report

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

B. Land Acquisition Resolution, **Exhibit “G”**

Director Munro made a motion to Approve the Resolution authorizing purchase of certain easements for water line extension, as presented. Director Miller 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.

C. Board of Directors Committees, **Exhibit “H”**

Director Munro made a motion to Adopt the Board Committees Descriptions as presented and add to the JCUA Personnel Manual. Director Coggin 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.

D. Other, If Any

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

9. Director Items

A. Ocean Spring Schools Fee Waiver Request, **Exhibit “I”**

Director Coggin made a motion to Approve the Ocean Springs School Fee Waiver Request as presented. Director Miller 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. Moss Point Late Fee Consideration, **Exhibit “J”**

Following discussion, Director Elly made a motion to Waive the Late Fee based on the City of Moss Point’s financial hardship with a stipulation of One Time Only. Director Coggin seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

C. Other, If Any

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

10. Executive Session, If Required

At 4:40 P.M., Director Smith made a motion to go into Closed Session to discuss Agenda Item No. 11 for possible Executive Session. Director Elly 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.

At 4:41 P.M., Director Elly made the motion to come out of Closed Session. Director Coggin seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 4:42 P.M., Director Elly 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: Directors Eldridge, Munro, Miller, Elly, Coggin, Murphy and Smith; Mr. McElroy, Ms. Sistrunk, Ms. Gasaway, Mr. Heidelberg, and Ms. McDonald.

At 5:06 P.M., Director Murphy made a motion that the Board come out of Executive Session and resume Regular Session. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 5:07 P.M., the meeting was re-opened to the public and regular session resumed.

11. Director of Administration and Finance and Manager of Human Resources and Employee Relations – Compensation, Exhibit “K”

Director Murphy made a motion to Approve the Employee Compensations as requested. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Director Elly abstained from voting. The motion carried with a unanimous by the Board Members voting.

12. 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 5:09 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 11th day of March, 2019.



TOMMY ELDRIDGE, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER