



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 25, 2019

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., February 25, 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: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Scott McElroy, Director of Finance/Administration; Linda Gasaway, Lead Administrative Assistant; 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 and Josh Brick, Neel-Schaffer; Jason Gault, Kimley-Horn; .Paul Foley, Michael Baker; Charles Rivers and Brook McCrory, Lemon-Mohler Insurance.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Miller led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the agenda. Mr. Fairfield asked that the following Agenda Items be added: Item 8.B.5. – Resolution Authorizing Purchase of Temporary Easement Re: Jordan Rd. Water/Sewer System Improvements, Item 8.C.2. – Resolution Authorizing Match Funds for Additional Funding Allocation for J.C. Water Reclamation Project and Item 10.A. – Approval for Training

5. Public Recognition

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

6. Employee Recognition – Shannon Clayton 25 Years

The Board recognized Mr. Shannon Clayton for 25 years of service. Mr. Clayton was unable to attend; therefore, Director Eldridge presented and Ms. Carrie Dennis, O&M Manager a plaque in appreciation of Mr. Clayton's service.

7. Consent Agenda

- A. Approve – Reimbursement Request – 9912 Blueridge Service Verification, **Exhibit “A”**
- B. Approve – Mettler Toledo Payment for Work Performed Prior to Issuance of Purchase Order, **Exhibit “B”**
- C. Approve – Mileage Reimbursement Rate Change Eff. January 1, 2019, **Exhibit “C”**
- D. Approve – Support of Jackson County Household Hazardous Waste Collection Day (Same Conditions as Past Support), **Exhibit “D”**
Director Miller made a motion to Approve Items 7.A. – 7.D. 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.

8. Discussion Agenda

- A. Expenditures, **Exhibit “E”**
Director Munro made a motion to Approve the Expenditures as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments. Director Coggin asked for details on Air Gas tank fill quantity, Amazon Items and Kimley-Horn Professional Services, Director Munro asked for details regarding Perkins Tire & Polaris ATV Repair. Staff responded to these questions. Director Eldridge asked if there were any other questions or comment, there were none. The motion carried with a unanimous vote by the Board Members present.
- B. SRF Project Action
 - 1. Jordan Road Phase II – Professional Services N-S Invoice 1057177 \$41,088.00, **Exhibit “F”**
Director Coggin made a motion to Approve payment of Invoice No. 1057177 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.
 - 2. Jordan Road Phase I – Construction Phase Professional Services N-S Invoice 1057175 \$4,400.00, **Exhibit “G”**
Director Murphy made a motion to Approve Invoice No. 1057175 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.

3. Jordan Road Phase I – Change Order No. 1 – Change in Wage Rate Determination Issued by MDEQ – Contract Cost Increase Amount of \$80,864.00, **Exhibit “H”**

Director Munro made a motion to Approve C.O. No. 1 as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments. Project Engineer, Eric Page, clarified the timing of the wage grade publishing. The motion carried with a unanimous vote by the Board Members present.

4. Jordan Road Phase II – Approve – Wrigley Option to Purchase, **Exhibit “I”**

Mr. Fairfield presented this item. Director Miller made a motion to Approve the Option to Purchase 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.

5. Resolution Authorizing Purchase of Temporary Construction Easement Re: Jordan Rd. Water/Sewer System Improvements – Fountain, **Exhibit “J”**

Mr. Fairfield presented this item. Director Munro made a motion to Approve Resolution as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Director Elly asked if we were leasing the easement and Director Coggin asked what the amount to pay was based on. Mr. Fairfield explained that this was basically a lease with a one time payment and JCUA would maintain the area used. The amount was based on the original price. 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.

6. Other, If, Any

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

C. Bond Project Action

1. Payments – Requisition #59, **Exhibit “K”**

Director Coggin made a motion to Approve Requisition No. 59 as presented. Director Elly 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.

2. Project Work – Resolution Authorizing Match Funds for Additional Funding Allocation for Jackson County Water Reclamation Project, **Exhibit “L”**

Director Munro made a motion to Approve Resolution 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.

D. MDOT Projects

1. Approve – (Hwy 57 Phase II) N-S 1057172-W \$8,750.00, 1057172-S \$6,048.00, 1056637-W \$5,250.00, and 1056637-S \$4,032.00 Professional Services Invoices, **Exhibit “M”**

Director Coggin made a motion to Approve Professional Services Invoices as presented and Authorized temporary funding draw. 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.

2. Approve – (Hwy 613/BlkCr) N-S 1056638-W \$6,202.00, 1055817-W \$5,695.00, 1056638-S \$2,478.00 and 1057174-S \$4,343.00 Professional Services Invoices, **Exhibit “N”**

Director Smith made a motion to Approve Professional Services Invoices 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.

3. Approve – (Hwy 57 Phase II) – N-S / Frank Turner Change Order No. 1 – Overall Cost Increase of Both Water and Sewer in the Amount of \$78,435.00 with Approximately \$16,312.50 Savings for JCUA (100% MDOT Reimbursement), **Exhibit “O”**

Director Elly made a motion to Approve C.O. No. 1 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.

4. Approve – (Hwy 57 Phase II) – Frank Turner Construction Invoices 2S \$142,192.68 and 2W \$119,088.20, **Exhibit “P”**

Mr. Fairfield presented this item. Director Coggin made a motion to Approve Invoices as presented and Authorized temporary funding draw. 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.

5. Other, If, Any

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

9. Board Attorney

A. Report

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

B. MOU – City of Moss Point, **Exhibit “Q”**

Mr. Heidelberg presented this item. Director Elly made a motion to Approve the MOU 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.

C. Other, If Any

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

10. Director Items

A. Approve Executive Director Attendance to International Symposium on Waterborne Pathogens, **Exhibit “R”**

Mr. Fairfield presented this item. Director Coggin made a motion to Approve Training 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. Other, If Any

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

11. Executive Session

At 4:43 P.M., Director Coggin made a motion to go into Closed Session regarding personnel matters for possible Executive Session. Director Munro 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 4:45 P.M., Director Elly made the motion to come out of Closed Session. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 4:46 P.M., Director Coggin 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. Fairfield, Mr. Heidelberg, and Ms. McDonald.

At 4:50 P.M. Mr. Fairfield was dismissed from the Executive Session

At 5:40 P.M., Director Coggin made a motion that the Board come out of Executive Session and resume Regular Session. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 5:41 P.M., the meeting was re-opened to the public and regular session resumed.

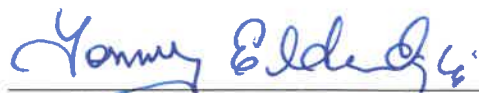
12. Position Posting

Director Coggin made a motion to authorize staff to post the position of Executive Director (Mr. Fairfield remains Executive Director until notified otherwise by the Board of Directors). Director Murphy 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 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 5:43 P.M.

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



TOMMY ELDRIDGE, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER