



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
April 8, 2019

MINUTES

1. Open Workshop

The Board of Directors convened for a Workshop at 3:13 P.M., April 8, 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 and Michael Murphy. Director Smith was unable to attend. 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; Carrie Dennis, O&M Manager; Chris Row, Project Coordinator; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Ryan Burrage and Sam Selig, Entegrity.

2. Recess Meeting and Suspend Rules for Solar Power Workshop Presentation (No Board Action May Be Taken)

Director Eldridge announced suspension of rules and announced that no items of business will be undertaken. Meeting was recessed for Solar Power Workshop Presentation from 3:14 P.M. to 3:41 P.M.

3. Call the Meeting Back to Order and Commence Regular Agenda (4:00 PM – Rules Reinstated)

The Regular meeting of the Board of Directors reconvened at 4:00 P.M., April 8, 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 and Michael Murphy. Director Smith was unable to attend. 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; Edna Lott, Principal of Accounting; Carrie Dennis, O&M Manager; Christian Nevarez, Lab Manager; Chris Row, Project Coordinator; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Greg Brown, Pickering; Eric Page, Neel-Schaffer, and Chuck Starling, Kimley-Horn.

4. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

5. Pledge of Allegiance

Director Coggin led the Pledge of Allegiance.

6. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the Agenda. Mr. Fairfield requested the following item be added to the Agenda: Item 8.G. Thank You Letter – 2019 Explosion of Excellence Scholarship Awards Campaign, Item 9.B.2. - Payments – Requisition #62 and Item 10.D. – Loan Amendment

7. Public Recognition

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

8. Consent Agenda

A. Adopt - Minutes for March 11, 2019, **Exhibit “A”**

B. Adopt – Minutes for March 25, 2019, **Exhibit “B”**

C. Approve – Professional Services Invoice NS 1056640 \$61,632.00 (To DEQ/SRF Funded), **Exhibit “C”**

D. Report – Non-Compliance (Self Report), **Exhibit “D”**

E. Report – Permitting Renewal Report (Plant 1), **Exhibit “E”**

F. Approve – Up to Four Temporary Staff (Summer Help)

G. Thank You Letter – 2019 Explosion of Excellence Scholarship Awards Campaign, **Exhibit “F”**

Director Munro made a motion to Approve Items 8.A. – 8.G. as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments. Prior to taking the Consent Agenda under consideration, Director Coggin asked about Item 8.F., Temporary Summer Staff. Mr. Fairfield stated that this will be Temporary Summer Help to assist O&M with maintaining the increased grounds keeping around the treatment and water plants. Motion carried with a unanimous vote by the Board Members present.

9. Discussion Agenda

A. Expenditures, **Exhibit “G”**

Director Miller made a motion to Approve Expenditures as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. Bond Project Action

1. Discuss Latest WIFIA Action

Mr. Fairfield presented this Update. Discussion Only, no action required.

2. Payments – Requisition #62, **Exhibit “H”**

Mr. Fairfield presented this item. Director Coggin made a motion to Approve Pay Request No. 62 as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comment, there were none. Motion carried with a unanimous vote by the Board Members present.

3. Other, If Any

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

C. Other, If Any

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

10.SRF Projects

A. Approve/Acknowledge – PS-6 EPA Form 4700; PS-6 DEQ Loan Application; PS-6 Allowable Cost Certification; PS-6 Federal and State Procurement Certification; PS-6 Fiscal Sustainability Certification; PS-6 GAAP Certification; and PS-6 Legal Certification, **Exhibit “I”**

Mr. Fairfield presented this item. Director Coggin made a motion to Approve Loan Application and Acknowledge Required Certifications as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. Adopt – PS-6 Loan Resolution (Project is consistent with JCUA Master Planning. Real property acquisition process is complete and is not a part of the SRF Phase. Loan repayment estimated to begin FY – 2022 budget), **Exhibit “J”**

Mr. Fairfield presented this item. Director Coggin made a motion to Approve the Loan Resolution as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

C. Approve – Jordan Road PS Phase I Payment Application 2 Hemphill Construction \$865,130.54, **Exhibit “K”**

Mr. Fairfield and Project Engineer, Eric Page, presented this item. Director Munro made a motion to Approve Pay App No. 2 as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

D. Approve – Loan Amendment, **Exhibit “L”**

Mr. Fairfield presented this item. Director Munro made a motion to Approve Loan Amendment as requested. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

11. Board Attorney

A. Resolution – Land Acquisition, **Exhibit “M”**

Legal Counsel, Heidelberg, presented this time. Director Elly made a motion to Approve Resolution for Land Acquisition as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. Report

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

C. Other, If Any

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

12. Director Items

A. Review/Approve – 2019 Investment Policy, **Exhibit “N”**

Mr. Fairfield presented the Updated JCUA 2019 Investment Policy. Director Coggin made a motion to Approve the Policy as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. Approve – Out of State Travel (EJC Water Reclamation Facility – US Army Corps Project Design and Acquisition)

1. Transportation (To and From Washington DC area Est. \$750/pp)

2. Lodging (Alexandria, VA Est. 275.00/night/pp)

3. Meals/Incidentals (As required)

Mr. Fairfield presented Items 12.B.1. – 12.B.3. Transportation, Lodging and Meals/Incidentals for upcoming Washington DC trip for two Staff Members, and one JCUA Director. Director Munro made a motion to Approve Transportation, Lodging and Meals as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

C. Other, If Any

1. Fiscal Year 2019 Flow Report Update

Fiscal Year 2019 Flow Report Update Only, no action required.

2. Next Board Meeting is 04/22/19, day after Easter.

Mr. Fairfield asked Board if 04/22/19 Board Meeting should be rescheduled due to the Easter Holiday. Meeting will remain as scheduled.

3. Meeting Schedule for May. (Combine May 13 Meeting and Holiday conflict of May 27 to a single May 20 Meeting.)

Mr. Fairfield presented this item. May 27th is a JCUA Holiday/Memorial Day. Board elected to combine May 13th and May 27th Meetings to a Single Meeting on May 20th.

13. Executive Session, If Required

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

14. Adjourn

There being no further business to come before the Board, Director Elly 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 4:51 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 20th day of May, 2019.


TOMMY ELDRIDGE, PRESIDENT


KEVIN MILLER, SECRETARY-TREASURER