



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
Guy Moore • Pascagoula
Jerry Munro • Ocean Springs
Marshall Smith • Gautier

Jackson County Utility Authority

Regular Meeting

Board of Directors

May 20, 2019

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., May 20, 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 Guy Moore and Marshall Smith. Director Coggin 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; Edna Lott, Principal of Accounting; Carrie Dennis, O&M Manager; Christian Nevarez, Lab Manager; Morgan Pitts, QA/QC Officer; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis; Greg Brown, Pickering; Eric Page, Neel-Schaffer, Chuck Starling, Kimley-Horn; Shane Wozencraft, Michael Baker, and Josh Eldridge, Jackson County Chancery Clerk.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Miller led the Pledge of Allegiance.

4. Introduction and Oath of Office – Director Representing the City of Pascagoula, **Exhibit “A”**

Director Eldridge introduced Josh Eldridge, Chancery Clerk, to swear-in Mr. Guy Moore as the Director for the City of Pascagoula.

5. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the Agenda, there were none.

6. Public Recognition

Director Eldridge asked if there were any Public to Recognize. There were none.

7. Consent Agenda

A. Adopt - Minutes for April 8, 2019, **Exhibit “B”**

B. Adopt – Minutes for April 22, 2019, **Exhibit “C”**

- C. Report – Annual Consumer Confidence Report West Regional System 0300164 (To be mailed), **Exhibit “D”**
- D. Report – Annual Consumer Confidence Report East Regional System 0300166 (To be mailed), **Exhibit “E”**
- E. Report – PSC Orders, **Exhibit “F”**
- F. Approve – PO for Micro-Methods, **Exhibit “G”**
- G. Approve – Scrap of Old Boat Trailer, **Exhibit “H”**
- H. Approve – Purchase of Hazardous Material Disposal, **Exhibit “I”**
- I. Approve – Lab Cabinet Repairs, **Exhibit “J”**
- J. Approve – Annual Tank Inspection (Ground Storage), **Exhibit “K”**
- K. Approve – Annual Meter Reader Maintenance Contract, **Exhibit “L”**
- L. Approve – Annual 911 Software Maintenance Contract, **Exhibit “M”**
- M. Approve – Contract Modification to Add Sunplex to Mowing, **Exhibit “N”**
- N. Approve – Annual Service Contract Renewal for Mission (SCADA), **Exhibit “O”**
- O. Approve – Annual Service Pack for Inventory Control Software, **Exhibit “P”**
- P. Approve – Annual Quality Contract for Quality Analysis, **Exhibit “Q”**
- Q. Approve – Annual Hurricane Prep Supply List (O & M Dept.), **Exhibit “R”**
- R. Approve – PS – 20 Pump Station Improvements, **Exhibit “S”**
- S. Report – Non-Compliance Reports, **Exhibit “T”**

Director Eldridge asked if there were any questions or comments. Director Elly commented on Item 7.F. regarding the service(s) being provided prior to the Purchase Order being issued. Director Moore asked about Item 7.S. Carrie Dennis responded and explained. Director Miller made a motion to Approve Items 7.A. – 7.S. as presented. Director Elly seconded the motion. Director Eldridge asked if there were other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

8. Discussion Agenda

A. Expenditures

1. First Run Expenditures, **Exhibit “U”**

2. Second Run Expenditures, **Exhibit “V”**

3. Added Expenditures, If Any

Director Smith made a motion to Approve all Expenditures 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. Bond Project Action

1. Requisition 64, **Exhibit “W”**

2. Disclosure of S & P Suspension, **Exhibit “X”**

3. Project Work – SCADA System Upgrades due to Obsolescence. (Hurricane Electronics \$26,116.43), **Exhibit “Y”**

4. Project Work – Remodel Work to Make Office Space in Our Warehouse Habitable. (Cifra - \$14,625.00), **Exhibit “Z”**

5. Project Work – Remodel Work to Make Storage Shed Acceptable for Electronic Equipment Storage. (Cifra \$2,880.00), **Exhibit “AA”**

6. Server Capacity, **Exhibit “AB”**

Director Eldridge stated Item 8.B.6. – Vehicle Upgrade is not a Bond Item and requested it be removed from Bond Items and moved to Item 8.G.

Mr. Fairfield presented the Bond Items. Director Miller made a motion to Approve Items 8.B.1. – 8.B.6. as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments. Director Moore asked about Item 8.B.2. S&P Suspension. Mr. Fairfield, Mr. Heidelberg and Director Elly explained the situation that lead to the suspension and what JCUA has done to try to resolve the issue. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

7. Other, If Any

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

C. Plant 2 – Approved Advertisement for Bids for Process Upgrades, **Exhibit “AC”**

Mr. Fairfield presented this item. Director Smith made a motion to Approve Advertisement for Bids as requested. 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. MDOT – Hwy 57 PH II (PA5S \$291,547.16) (PA5W \$146,139.91), **Exhibit “AD”**

Mr. Fairfield presented this item. Director Munro made a motion to Approve Sewer and Water Pay Applications as presented. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

E. Capacity Fee Forgiveness – Gautier Extending Service to Additional Residents. City Initiative, Supported by Director Smith and Staff., **Exhibit “AE”**

Mr. Fairfield presented this item. Director Smith made a motion to Approve the Capacity Fee Forgiveness as requested by the City of Gautier. 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.

F. Authorize Executive Director to Compile and Submit a Grant Application to NGOMSSC for Resilience to Flooding (Grant Target \$40,000 - \$60, 000 with a 32.9% Sponsor Match in \$\$\$ and /or effort) No Handout.

Mr. Fairfield presented this item. Director Munro made a motion to Authorize Executive Director to Compile/Submit Grant Application as requested provided the scope of work meets the Authority’s needs. 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.

G. Vehicle Upgrade – Purchase two (2) Vehicles from State Contract (NTE \$65,000). One to be additional pool vehicle for administration and one to project team. Current vehicle assignments will move upon delivery to net result one gain. One vehicle to surplus. (No Handout)

Mr. Fairfield presented this item and stated that vehicles would be purchased by State Contract. Director Miller made a motion to Approve Vehicle Upgrade request 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.

9. SRF Projects

A. Approve – Contractual Scope of Work for PS 6 with K-H (Contingent on DEQ Contract Approval, SRF Loan Offer, and SRF Loan Acceptance., **Exhibit “AF”**)

Mr. Fairfield presented this item. Director Elly made a motion to Approve Contractual Scope of Work with Kimley-Horn Contingent on DEQ Contract Approval and Authorize Executive Director to Submit SRF Loan Offer/Acceptance 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. Approve – Engineer’s Recommendation for Payment – Hemphill No. 3 for \$52,516.27, **Exhibit “AG”**

Mr. Fairfield and Eric Page, Project Engineer, presented this item and updated Board regarding status. Director Miller made a motion to Approve Engineer’s Recommendation for Payment 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.

10. WIFIA

A. Authorize Letter of Interest (No Handout)

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

B. Other, If Any

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

11. Board Attorney

A. Report

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

B. Other, If Any

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

12. Director Items

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

13. Executive Session, If Required

At 5:04 P.M., Director Elly 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 5:05 P.M., Director Miller 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 5:06 P.M., Director Miller 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, Moore and Smith; Ms. Sistrunk, Mr. Fairfield, Mr. Heidelberg, and Ms. McDonald.

At 5:40 P.M., Director Elly 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.

14. Executive Director Position Offer

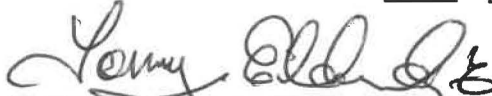
Director Moore made a motion to offer the position of Executive Director to Eric Page with a salary to be negotiated within the established range for the position as established by the Board of Directors. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

Director Smith made a motion to offer the position to Chase Glisson if Eric Page does not accept the offer. 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.

15. Adjourn

There being no further business to come before the Board, Director Moore made the motion to adjourn. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 5:50 P.M.

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



TOMMY ELDRIDGE, PRESIDENT



ANDREW J. ELLY, SECRETARY-TREASURER