



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
July 8, 2019

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., July 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, Guy Moore and Marshall Smith. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Tommy Fairfield, Director of Engineering / Planning; Johnny Groue, Director of Operations; Scott McElroy, Director of Finance/Administration; Linda Gasaway, Lead Administrative Assistant; Christian Nevarez, Lab Manager; Lynette Hardin, Assistant Accountant; James Heidelberg and April McDonald, Authority Counsel; Charles Capdepon, Pickering; Dennis Reeves, Neel-Schaffer, Chuck Starling, Kimley-Horn; Shawn Wozencraft, Michael Baker; Robert Teem, Arcadis; Elvis and Sheila Dodd, Jackson County Property Owners.

2. Devotion

Eric Page, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Munro led the Pledge of Allegiance.

4. Changes to Agenda, If Any

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

5. Public Recognition

A. General Public

Director Eldridge asked if there were any Public to Recognize. Jackson County Property Owners, Elvis and Sheila Dodd addressed the Board regarding acreage in the Forts Lake area they are in the process of dividing to sale. Mr. Page and Mr. Fairfield will meet with Mr. & Mrs. Dodd to address this issue further.

6. Consent Agenda

A. Approve – JCUA 16th Section Easement Rental Fees, **Exhibit “A”**

B. MEMA Notification of Closure – Hurricane Isaac (Information Only), **Exhibit “B”**

C. 2018 Audit Update (Information Only), **Exhibit “C”**

D. Excerpt from Raymond James Report (Information Only), **Exhibit “D”**

E. Adopt - Minutes for June 10, 2019, **Exhibit “E”**

F. Adopt - Minutes for June 24, 2019, **Exhibit “F”**

Director Elly made a motion to Approve Items 6.A. – 6.F. as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Director Elly asked why JCUA could not be given a Waiver for the Easement Rental Fees, like JCUA has given Waivers to the Jackson County School District. Staff explained that the 16th Section Land is State Property; therefore, no waiver(s) can be given. 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. Discussion Agenda

A. Expenditures, **Exhibit “G”**

Director Munro made a motion to Approve Expenditures as presented. Director Smith 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. Approve – Payments - Requisition 67 (\$43,306.65), **Exhibit “H”**

Director Coggin made a motion to Approve Bond Pay Requisition No. 67 as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments. Director Moore asked for clarification regarding retainage and waiver. Mr. Page and Mr. Fairfield explained retainage and waiver. 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.

2. Other, If Any

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

C. MDOT Projects

1. Approve – Hwy. 57 Utility Relocation – Invoice No. 1058948-S (\$24,192.00), **Exhibit “I”**

Eric Page presented this item. Director Elly made a motion to Approve payment of Invoice No. 1058948-S as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Director Moore asked about Documents and Internal Process. Mr. Page responded and explained the internal process. Director Eldridge asked if there were any other questions or comments, there were none.

2. Approve – Hwy. 57 Utility Relocation – Invoice No. 1058948-W (\$21,000.00), **Exhibit “J”**

Eric Page presented this item. Director Coggin made a motion to Approve payment of Invoice No. 1058948-W 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.

3. Approve – Hwy. 57 Utility Relocation – Pay App No. 7-S (195,707.83), **Exhibit “K”**

Eric Page presented this item. Director Miller made a motion to Approve Pay Application No. 7-S as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Director Miller asked for clarification of 32.5% of Work Completed with 64.6% of Time Expired. Mr. Page deferred to Project Engineer, Dennis Reeves, who explained. Board requested a detailed report by next Board Meeting on 07/22/2019. 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.

4. Approve – Hwy. 57 Utility Relocation – Pay App No. 7-W (\$233,559.39), **Exhibit “L”**

Eric Page presented this item. Director Munro made a motion to Approve Pay Application No. 7-W as presented. Director Coggin 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. SRF Projects

1. Approve – Jordan Road Regional Pump Station Relocation Phase I – Change Order No. 3, **Exhibit “M”**

Eric Page presented this item and deferred to Project Engineer, Dennis Reeves, for further clarification of request. Director Coggin made a motion to Approve Change Order No. 3 as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Director Moore questioned comment on the last page of exhibit regarding design oversight. Mr. Reeves stated a Hemphill employee put the comment on the invoice. Board stated they would prefer that these types of comments not be on any invoices and requested Contractor be contacted and a updated invoice be sent without the comments. Director Eldridge other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

E. Other, If Any

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

8. Administrative Update

A. Approve – Emergency Declaration / Resolution - Lab AC Repairs / Compressor Replacement, **Exhibit “N”**

Director Smith recused himself from the discussion / voting on this item and left the meeting. Eric Page presented this item. Director Munro made a motion to Approve the Emergency Declaration / Resolution for Lab AC Repairs / Compressor Replacement as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Roll Call vote was as follows: Coggin – Aye; Eldridge – Aye; Elly – Aye; Miller – Aye; Moore – Aye; Munro – Aye and Smith – Recused. Motion carried with a unanimous vote by the Board Members present.

B. Approve – Emergency Declaration / Resolution - PS #20 on Hwy 63 – Emergency Pump Replacement to Prevent Potential Public Health Hazard, **Exhibit “O”**

Eric Page presented this item. Director Elly made a motion to Approve the Emergency Declaration / Resolution for PS# 20 as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Director Munro asked how old the pumps are. Staff stated approximately 20 years. Director Moore asked about Internal Controls in Purchasing regarding Emergencies. Mr. Page and Mr. Fairfield explained the purchasing procedures that are followed when an Emergency is Declared. Director Eldridge other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

9. 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 questions or comments, there were none.

10. Director Items

A. Directors Emergency Response – Tommy

Mr. Fairfield updated the Board regarding the request for First Responder Badges, stating that the Jackson County Emergency Management no longer uses the First Responder Badges and explained the new process that is currently in place for Declared Events Only using Cell Phones and Printed Documents. No action was required.

B. DC Trip

Mr. Fairfield updated the Board regarding plans for a potential August trip to DC for training; as well as a follow-up meeting with Senators Hyde-Smith and Wicker and Congressman Palazzo. Board will be updated after meetings are scheduled and plans are finalized.

11. Executive Session, If Required

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

12. Adjourn

There being no further business to come before the Board, Director Elly made the motion to adjourn. Director Miller seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 5:35 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