



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 22, 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 Guy Moore and Marshall Smith. Director Coggin was unable to attend. 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; Carrie Dennis, O&M Manager; Lynette Hardin, Assistant Accountant; James Heidelberg and April McDonald, Authority Counsel; Greg Brown, Pickering; Dennis Reeves, Neel-Schaffer, Chuck Starling, Kimley-Horn, and Pete McMaster, Arcadis.

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. Mr. Page requested the following items be added: Consent Agenda: Item 6.E. Approve – Dumpster Service Contract Administrative Items: Item 8.G. Approve – MOU Between Jackson County Utility Authority and Jackson County Port Authority.

5. Public Recognition

A. General Public

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

6. Consent Agenda

A. Approve – Maintenance Request to Scrap Surplus Equipment/Materials No Longer of Value or Use, **Exhibit “A”**

B. Information Only – JCUA POTW 1C (WJC) MS0045446 – Notification of Non-Compliance for June 2019, **Exhibit “B”**

- C. Information Only – 06/18/2019 Excessive Flow Letter to the City of Moss Point, **Exhibit “C”**
- D. Approve – Staff Request to Replace Hydromatic Pump – PS 5 at 3708 Beachview Rd., Ocean Springs) –Sole Source Total Replacement Cost of \$12,970.00, **Exhibit “D”**
- E. Approve – Dumpster Service Contract, **Exhibit “E”**

Director Munro made a motion to Approve Consent Agenda Items 6.A. – 6.E. as presented. Director Miller seconded the motion. Director Eldridge asked if there were any questions or comments. Director Eldridge asked Mr. Groue, Director of Operations, to explain the process of Surplus Scrap. Mr. Groue explained the procedures followed for the various types of Surplus Scrap. Director Elly asked if the City of Moss Point is the only City sent Excessive Flow Letters and if they have responded. Mr. Page stated that the other cities have received these letters as well, he also stated that some of the letters were sent due to an issue with one of the City’s customers. Mr. Page is currently working with Mr. Groue and Ms. Alex Dixon, Compliance Supervisor, to devise a plan to help the City of Moss Point address and correct these issues, as well as clarify that some of the issues are due to one of the City of Moss Point’s customer; which JCUA wants to make sure they understand that this is their customer and not JCUA’s. Director Eldridge other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

7. Discussion Agenda

A. Expenditures, **Exhibit “F”**

Director Elly made a motion to Approve Expenditures as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. Director Munro asked if Aeromix is finished. Staff stated that they are not. Director Munro then asked for clarification regarding Southern Pipe payment for the PS 20 Rehab. Staff stated this is regarding the 07/08/2019 Emergency Declaration Resolution to replace the pump at PS 20. Director Eldridge other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. Bond Project Action

1. Information Only – JCUA POTW 2C (Gautier Wastewater Treatment Plant) Clarifier Rehabilitation – Bid Information, **Exhibit “G”**

Mr. Page presented this item. This was for Information Only, No Action was Required.
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 – Change Order No. 2 Reflects Total Increase of \$21,248.96 (Eligible for 100% Reimbursement from MDOT), **Exhibit “H”**

Mr. Page presented this item. Director Munro made a motion to Approve Change Order No. 2 as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments. Director Elly asked for clarification of this Change Order. Mr. Page explained that this Change Order is necessary to replace the vertically opening Tapping Valves that were included in the Bid with a Tapping Valve that includes a Bevel Gear. This has been discussed with MDOT and they have indicated that they have no issues with the Change Order. Director Eldridge 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 MDOT Project Items. There were none.

D. SRF Projects

1. Approve – Jordan Road Regional Pump Station Relocation Phase I – Pay Application No. 5 (\$619,637.30), **Exhibit “I”**

Director Munro made a motion to Approve Pay App No. 5 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.

2. Approve – Neel-Schaffer Invoice No. 1058950 (\$15,000.00) – Jordan Road Regional Pump Station Construction Oversight, **Exhibit “J”**

Director Miller made a motion to Approve Invoice No. 1058950 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.

3. Approve – Neel-Schaffer Invoice No. 1058951 (\$23,968.00) – Professional Services 04/29/19 – 05/26/19, **Exhibit “K”**

Director Smith made a motion to Approve Invoice No. 1058951 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.

4. Other, If Any

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

E. Other, If Any

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

8. Administrative Items

A. Approve – Staff Request for Reduction in Fees (Emerald Lakes), **Exhibit “L”**

Mr. Page presented this item and explained how Staff calculated the Reduced Connection Fees. Director Munro made a motion to Approve Reduction 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.

B. Approve – Resolution Authorizing Executive Director to Execute Documents/Agreements Required in Connection with Gulf Coast Restoration System Funds to Improve Wetlands and Wastewater Treatment Processes at the JCUA POTW 01C in Western Jackson County, MS, **Exhibit “M”**

Mr. Page and Mr. Heidelberg, Legal Counsel, presented this item. Director Munro made a motion to Approve Resolution Authorizing Executive Director to Execute Documents/Agreements required in connection with the Gulf Coast Restoration System Funds in Western Jackson County, 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. Approve – Resolution Authorizing Executive Director to Execute Documents/Agreements Required in Connection with the Application for Gulf Coast Restoration System Funds to Improve Wastewater Collection and Transmission Systems in Southern Jackson County, MS, **Exhibit “N”**

Mr. Page presented this item. Director Elly made a motion to Approve Resolution Authorizing Executive Director to Execute Documents/Agreements required in connection with the Gulf Coast Restoration System Funds in Southern Jackson County, 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.

D. Approve – Resolution Authorizing Executive Director to Execute Documents/Agreements Required in Connection with the Application for Gulf Coast Restoration System Funds to Expand Public Water Supply and Wastewater Collection in Central Jackson County, MS, **Exhibit “O”**

Mr. Page presented this item. Director Miller made a motion to Approve Resolution Authorizing Executive Director to Execute Documents/Agreements required in connection with the Gulf Coast Restoration System Funds in Central Jackson County, 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.

E. Approve – Resolution for JCUA to Extend the Lease Agreement with Randall Wrigley and Louis Breland for a Period of Ninety (90) Days, **Exhibit “P”**

Mr. Page presented this item. Director Moore made a motion to Approve Resolution to Extend the Wrigley/Breland Lease Agreement Ninety (90) Days 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.

F. Approve – Helena Park Water System Asset Transfer Agreement, **Exhibit “Q”**

Mr. Page and Mr. Fairfield presented this item. Director Munro made a motion to Approve the HPWS Asset Transfer Agreement as presented. Closing Date and Execution of the Agreement to be determined, following processing of MSDH and MDEQ documents required to complete final Agreement. 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. Approve – MOU Between JCUA and Jackson County Port Authority, **Exhibit “R”**

Mr. Page and Mr. Heidelberg presented this item, explaining the purpose of the MOU. Director Munro made a motion to Approve the MOU 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.

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 other Attorney Items. There were none.

10. Director Items

Director Moore requested an Audit update from Mr. McElroy, Director of Finance/Administration. Mr. McElroy stated that the Audit is expected to be complete by Wednesday, 07/31/2019. Director Moore then requested a Committee be formed to review the Audit prior to presentation to the Board for Approval. Director Eldridge stated that the Task Force Committee could be utilized to review the Audit prior to Board Approval. Director Miller made a motion to schedule an Emergency Meeting to review the Audit when it is completed. Director Moore 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.

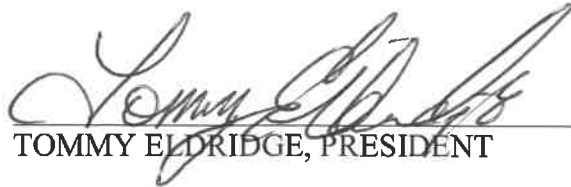
11. Executive Session, If Required

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 4:58 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