



JACKSON COUNTY UTILITY AUTHORITY

Serving the People...Protecting the Environment

Directors

Thomas Eldridge • Jackson County
Andrew J. Elly • Moss Point
Frank Mallette • Jackson County
Guy Moore • Pascagoula
Jerry Munro • Ocean Springs
Marshall Smith • Gautier
Tom Stennis • Jackson County

Jackson County Utility Authority

Regular Meeting
Board of Directors
April 13, 2020

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., April 13, 2020, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Eldridge, President. Attending remotely: Director Munro, Vice President; Director Elly, Secretary / Treasurer; Director Marshall Smith, Vice Secretary / Treasurer, and Directors Mallette, Moore and Stennis. It was determined there was a quorum.

Also present were: Linda Gasaway, Lead Administrative Assistant, and Ms. Linda Eldridge, JC Resident. Attending remotely: Eric Page, Executive Director; Scott McElroy, Finance / Administration Director; Johnny Groue, Operations Director; Christian Nevarez, Lab Manager; Chase Glisson, Engineering Manager; Edna Lott, Accounting Principal; Carrie Dennis, O&M Manager; Tara Sistrunk, HR / ER Manager; James Heidelberg and April McDonald, Authority Counsel; Pete McMaster, Arcadis, Kevin Mullen, BMA, Greg Brown, Pickering; Hoppy Allred, Allred Stolarski; John Bullock, BancorpSouth Insurance and Chuck Starling, Kimley-Horn.

2. Devotion

Eric Page, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Eldridge 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. There were none.

6. Consent Agenda

A. Adopt – Minutes for March 9, 2020, **Exhibit “A”**

B. Adopt – Minutes for March 23, 2020, **Exhibit “B”**

- C. Approve – Blossman Gas – Annual Contract Renewal – Tank Rental at Hurley Decentralized Plant, **Exhibit “C”**
- D. Approve – Solarwinds Dameware Remote Support – Annual License Renewal, **Exhibit “D”**
- E. Approve – Southern Tele-Communications – Annual Contract Renewal and Addition – Surface Water Treatment Plant, **Exhibit “E”**
- F. Approve – Billing Adjustment – 12605 Ridgeland Road, **Exhibit “F”**
- G. Approve – Draft Agreement to supply Aerobic Sludge to Chevron Pascagoula Refinery and Authorize Executive Director to Sign Resolution, **Exhibit “G”**
Director Stennis made a motion to Approve Items 6.A. – 6.G. as presented. Director Elly seconded the motion. Director Elly stated that the minutes from 03/09/20 Board Meeting does not show him or Director Eldridge in attendance and the minutes from 03/23/20 Board Meeting do not show him in attendance and requested the minutes be corrected. Motion carried with a unanimous vote by the Board Members present.

7. Discussion Agenda

A. Expenditures, **Exhibit “H”**

Director Moore made a motion to Approve Expenditures as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments. There was general discussion and explanations about some of the expenditures.

At 4:14 P.M. Director Smith joined the meeting via Zoom Webinar.

Director Eldridge asked Director Smith if he had any questions regarding the Expenditures, he did not. 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.

B. Bond Project Action

1. Approve – Payments – Requisition 77 – \$2,456.66, **Exhibit “I”**

Mr. Page presented the Bond Requisition. Director Stennis made a motion to Approve Pay Requisition 77 as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments. After discussion about the bond requisition items, motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

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

C. MDOT Projects

1. Highway 57 Relocation Phase II – Construction Oversight

- a. Approve – Neel-Schaffer – Professional Services Invoice No. 1063067-S, **Exhibit “J”**

Director Moore made a motion to approve payment of Invoice No. 1063067-S as presented. Director Stennis seconded the motion. Director Eldridge asked if there were any questions or comments. After discussion about the project status, motion carried with a unanimous vote by the Board Members present.

- b. Approve – Neel-Schaffer – Professional Services Invoice No. 1063067-W, **Exhibit “K”**

Director Moore made a motion to Approve payment of Invoice No. 1063067-W as presented. Director Stennis seconded the motion. Director Eldridge asked if there were questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

D. SRF Projects

1. Jordan Road Phase I – SRF Improvement Project – Construction Oversight (SRF-C280878-06)

- a. Approve – Neel-Schaffer – Professional Services Invoice No. 1063068, **Exhibit “L”**

Mr. Page presented this item and deferred to Mr. Glisson for further update. Mr. Glisson updated the Board about the project status. Director Smith made a motion to approve payment of Invoice No. 1063068 as presented. Director Moore seconded the motion. Director Eldridge asked if there were any questions or comments. After further discussion about the project status, motion carried with a unanimous vote by the Board Members present.

2. Pump Station 06 SRF Improvement Project - Design (SRF-C280878-08)

- a. Approve – Kimley-Horn Invoice No. 16018136, **Exhibit “M”**

Mr. Page presented this item. Director Stennis made a motion to approve payment of Invoice No. 16018136 as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments. After discussion about the project status, motion carried with a unanimous vote by the Board Members present.

3. Western Regional Water System Expansion Phase II

- a. Approve – Resolution – Naming Authorized Representative, Authorizing Loan Application and Request for Ranking, **Exhibit “N”**

Mr. Page presented this item. Director Moore made a motion to Approve the Resolution and Authorize the Executive Director to execute the loan application and submit the documents as presented. Director Stennis seconded the motion. Director Eldridge asked if there were any questions or comments. After discussion about the project status, motion carried with a unanimous roll call vote by the Board Members present.

Director Munro entered the meeting via Zoom Webinar at 4:35 P.M.

E. Emerald Lake Subdivision – Phase 2 – Adjustment to Correct Sewer Force Main Fittings Issue

1. Approve – Force Main Fittings Resolution, **Exhibit “O”**

Mr. Page presented this item. Director Munro made a motion to Approve Force Main Fitting Resolution as presented. Director Moore seconded the motion. Director Eldridge asked if there were questions or comments. After discussion about the project status, including comments from Legal Counsel, motion carried with six (6) Yea votes, Director Elly voted Nay.

F. Other, If Any

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

8. Administrative Items

- A. Approve – Retail Budget Amendment, **Exhibit “P”**

Mr. Page presented this item. Director Stennis made a motion to approve the request as presented. Director Munro seconded the motion. Director Eldridge asked if there were questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. WJC POTW-01C

1. Approve – Chlorine Contact Chamber Safety Improvements – Request Authority to Advertise Project for Bids, **Exhibit “Q”**

Mr. Page presented this item. Director Smith made a motion to approve request as presented. Director Elly seconded the motion. Director Eldridge asked if there were questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

2. Approve – Seaman Road Sludge Pads – Request Authority to Award Quote to Proceed with Repairs and Improvements of two (2) Sludge Pads, **Exhibit “R”**

Mr. Page presented this item. Director Stennis made a motion to approve the request as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. After discussion about the quotes received, motion carried with a unanimous vote by the Board Members present.

C. Hwy. 63 Maintenance & Operations Facility Renovation

1. Approve – Architectural Services Proposal, **Exhibit “S”**

Mr. Page presented this item and deferred to Mr. Glisson for further explanation. Mr. Glisson presented the project budget summary and the proposed project work schedule. Following discussion, Director Smith made a motion to approve the request as presented. Director Munro seconded the motion. Director Eldridge asked if there were questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

D. Mississippi COVID-19 Pandemic Disaster Declaration DR-4528 – Request for Public Assistance

1. Approve – Authority to Initiate Request for Public Assistance, **Exhibit “T”**

Mr. Page presented this item. Director Stennis made a motion to approve request as presented. Director Moore seconded the motion. Director Eldridge asked if there were any questions or comments. After discussion about the request, the motion carried with a unanimous vote by the Board Members present.

2. Approve – Declaration of Executive Director as Designated Agent with Director of Engineering and Planning as the Alternate Agent

Director Moore made a motion to approve the declaration 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 – Continuation of Emergency Declaration by Governor on March 14 and as ratified by Board on March 23rd for an additional 30 days, **Exhibit “U”**

Director Elly made a motion to approve continuation of the Emergency Declaration as presented. Director Smith seconded the motion. Director Eldridge asked if there were questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

E. Approve – Rescission of Board Directive dated 01-09-2017 to send Birthday Cards to all employees

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

F. Other, If Any

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

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

A. Other, If, Any

- Director Eldridge requested an update regarding the Helena Park Water System. Mr. Page stated this project is substantially complete with some minor site work items remaining. Mr. Page deferred to Mr. Glisson to discuss the work remaining.
- Director Eldridge inquired as to the location of the Wade Office Trailer. Mr. Page stated that the office trailer has been relocated to the Lab due to space needs.
- Director Moore requested an update regarding the FY-2019 Audit, Mr. Page stated that he would give Board an update during the week.
- Director Moore asked about the mutual-aid assistance offered to the cities during the COVID-19 pandemic.
- Director Eldridge reminded the Budget Committee there is a remote meeting scheduled for Thursday morning, 04/15/20, with the following attending: Directors Moore, Mallette and Eldridge; Eric Page; Scott McElroy; Jimmy Heidelberg; April McDonald and Ms. Lindsey Rea, Raymond James. Mr. Page will be sending the Zoom Webinar ID and Password.

11. Executive Session (If Needed)

Director Eldridge asked if there was a need for Executive Session. There was not.

12. Adjourn

There being no further business to come before the Board, Director Stennis made the motion to adjourn. Director Elly seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 5:16.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 11th day of May, 2020.



TOMMY ELDRIDGE, PRESIDENT



ANDREW J. ELLY, SECRETARY-TREASURER