



# 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  
May 26, 2020

## MINUTES

### 1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., May 26, 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 Moore and Stennis. Director Mallette was unable to attend. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Linda Gasaway, Lead Administrative Assistant; Lynette Hardin, Accounting Supervisor; James Heidelberg and April McDonald, Authority Counsel Attending Remotely: Johnny Groue, Operations Director; Chase Glisson, Engineering Manager; Tara Sistrunk, HR / ER Manager; Carrie Dennis, O&M Manager; Pete McMaster, Arcadis; Greg Brown, Pickering; Jason Gault, Kimley-Horn; Dennis Reeves, Neel-Schaffer; Dennis Stieffel, Dennis Stieffel & Associates; and Charles Tarver, Jackson County Resident.

### 2. Devotion

Eric Page, Executive Director, presented the invocation.

### 3. Pledge of Allegiance

Director Elly 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:

- Item 8.F – Request from City of Ocean Springs – Water Tower Maintenance
- Item 8.G – Resolution – Designating Authorized Persons for 2016 Bond Funds.

### 5. Public Recognition

#### A. General Public

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

B. Employee Recognition

1. Carrie Dennis – 20 Years of Service

The Board recognized Ms. Carrie Dennis and thanked her for her 20 years of service.

6. Consent Agenda

A. Information Only – City of Moss Point – Excessive Flow Letter, **Exhibit “A”**

Director Stennis made a motion to approve Consent Agenda 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.

7. Discussion Agenda

A. Expenditures, **Exhibit “B”**

Director Moore made a motion to approve Expenditures as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments. There was general discussion and explanations about some of the expenditures. 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 79 – \$32,959.50, **Exhibit “C”**

Mr. Page presented this item. Director Stennis made a motion to approve Pay Requisition 79 as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments. There was general discussion about bond funds remaining and the timeline to expend them. 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.

C. Other, If Any

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

D. SRF Projects

1. Approve – Tucker Road PS No. 6 – SRF Improvement Project (SRF-C280878-08) – Kimley-Horn – Design Services Invoice No. 16521029, **Exhibit “D”**

Mr. Page presented this item. Director Smith made a motion to approve payment of Invoice No. 16521029 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.

2. Other, If Any

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

E. Other, If Any

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

8. Administrative Items

A. Approve – Sunplex Tank – SUEZ Tank Maintenance Service, **Exhibit “E”**

Mr. Page presented this item and deferred to Mr. Chase Glisson, Engineering Manager, for further explanation regarding the cost and work to be performed. Director Moore made a motion to approve the SUEZ Tank Maintenance Service for the Sunplex Tank 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. Information Only – Jackson Lakes Subdivision – Retail Service Request, **Exhibit “F”**

Mr. Page presented this item and deferred to Mr. Dennis Stieffel, Dennis Stieffel & Associates project engineer, for further discussion. This was for information only, no action was required.

C. Approve – Water Reclamation Facility – Proposals for Appraisal, **Exhibit “G”**

Mr. Page presented this item and deferred to Jimmy Heidelberg, JCUA Legal Counsel, for further explanation and discussion. Director Stennis made a motion to approve John Myer for Appraisals, as presented. Director Smith seconded the motion. After general discussion and inquiry about property owners and the appraiser, 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.

D. Tabled from 05/11/20 Board Meeting – Beach Street Sewer Extension – Revised Request Letter 05/08/20

Mr. Heidelberg updated the Board regarding this item and stated that JCUA and Mr. Tarver have reached a tentative agreement and, pending the County’s decision, he will have an agreement by the June 8, 2020 Board Meeting. This was for information only, no action was required.

E. Information Only – Financial Report - Period Ending April 2020, **Exhibit “H”**

Mr. McElroy was unable to attend the Board Meeting; therefore, Mr. Page presented this item. Director Moore requested that the FY2021 Budget be set as a

target to get the Budget / Actuals lined-up with some commentary detailing the budget. This was for information only, no action was required.

F. Approve – Request from City of Ocean Springs – Water Tower Maintenance, **Exhibit “I”**

Mr. Page presented this item and deferred to Director Munro for further explanation regarding the City of Ocean Springs request. Following general discussion, questions, and comments, Director Munro made a motion to table this item to the next board meeting pending correspondence with the Tank Maintenance Service Provider regarding possible options. Director Elly seconded the motion. 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.

G. Approve - Resolution – Designating Authorized Persons for 2016 Bond Funds, **Exhibit “J”**

Mr. Page presented this item. Director Stennis made a motion to approve the 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.

H. 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 Legal Items. There were none.

10. Director Items

A. Other, If, Any

Director Eldridge requested an employee/staff COVID-19 update. Mr. Page stated that to date, no JCUA employee has tested positive for COVID-19. Offices are still closed to the public with restricted personnel access, safe social distancing, and continuing the staggering of the work crews as best as possible to prevent the shutdown of a facility for quarantine if an employee were to test positive for COVID-19.

Director Eldridge opened discussion regarding when to resume regular Board Meetings and end Remote Board Meetings. Mr. Page also addressed possible return to the Administration Building Executive Conference Room starting with the June 8, 2020 Board Meeting, stating that the seating in the conference room has been rearranged to comply with social distancing recommendations. Following discussion, it was decided that the Board Meetings will be held as a Hybrid Meeting

with Board Members who would like to attend the Board Meetings in person, will be able to do so, and those who are not able to return will attend remotely. Staff attending in person will be Mr. Page; Linda Gasaway; Chase Glisson; Johnny Groue; Scott McElroy and Legal Counsel, Jimmy Heidelberg and April McDonald. Other staff will attend in person on an as needed basis; otherwise they, as well as the public, will continue to attend remotely.

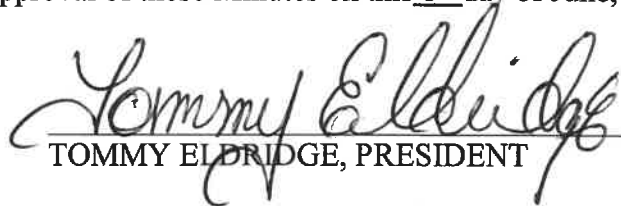
11. Executive Session (If Needed)

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 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 adjourned at 5:25.P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8<sup>th</sup> day of June, 2020.

  
TOMMY ELDRIDGE, PRESIDENT

  
ANDREW J. ELLY, SECRETARY-TREASURER