



# 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

June 22, 2020

## MINUTES

### 1. Call to Order

The Regular meeting of the Board of Directors convened at 4:03 P.M., June 22, 2020, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Eldridge, President; Director Elly, Secretary / Treasurer and Director Smith, Vice Secretary / Treasurer. Attending remotely: Director Munro, Vice President, 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; Johnny Groue, Operations Director; Chase Glisson, Engineering Manager; James Heidelberg and April McDonald, Authority Counsel. Attending Remotely: Scott McElroy, Finance / Administration Director; Tara Sistrunk, HR / ER Manager; Carrie Dennis, O&M Manager; Alex Dixon, Compliance Manager; Jeff Matthews, Computer Technician; Lynette Hardin, Accounting Supervisor; Pete McMaster and Robert Teem, Arcadis; Greg Brown, Pickering; Chuck Starling, Kimley-Horn; Dennis Reeves and Joshua Brick, Neel-Schaffer, and Kevin Mullen, BMA.

### 2. Devotion

Eric Page, Executive Director, presented the invocation.

### 3. Pledge of Allegiance

Director Smith 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 be recognized. There were none.

### 6. Consent Agenda

#### A. Approve – Customer Billing Adjustment, **Exhibit “A”**

#### B. Approve – Request to Change the Delivery Method of the First Federal Bank Statements, **Exhibit “B”**

Director Stennis made a motion to Approve the Consent Agenda 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.

## 7. Discussion Agenda

### A. Expenditures, **Exhibit “C”**

Following questions, comments and discussion regarding the Expenditures, Director Elly made a motion to Approve the Expenditures as presented. Director Moore 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.

### B. Bond Project Action

#### 1. Approve – Payments – Requisition 81 – \$17,910.00, **Exhibit “D”**

Mr. Page presented this item. Director Smith made a motion to Approve the payment of Requisition No. 81 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.

#### 2. Information Only – Bond Commitment Review, **Exhibit “E”**

Mr. Page presented this item. This was for information only, no action was required.

#### 3. Other, If Any

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

### C. SRF Projects

#### 1. Jordan Road Regional Pump Station Relocation – Phase 1 (C280878-06)

##### a. Approve – Hemphill Construction Pay Application No. 15 – (Final), **Exhibit “F”**

Mr. Page presented this item and stated that this item includes the Final Closeout Documents. Director Moore made a motion to Approve the payment of Pay Application No. 15 as presented. Director Stennis 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. Other, If Any

Director Eldridge asked if there were any other Jordan Road Regional Pump Station Relocation Project Items. There were none.

#### 2. Jordan Road New Pump Station – Phase 2 (C280878-07)

##### a. Approve – Construction – Miller Enterprises Pay Application No. 2, **Exhibit “G”**

Mr. Page presented this item. Director Elly made a motion to Approve the payment of Pay Application No. 2 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. Other, If Any

Director Eldridge asked if there were any other Jordan Road New Pump Station – Phase 2 Project Items. There were none.

3. Western Regional Water System Expansion Phase II

a. Approve – Professional Services – Pickering Invoice No. 0087172, **Exhibit “H”**

Mr. Page presented this item. Director Stennis made a motion to Approve payment of the Pickering Invoice No. 0087172 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. Other, If Any

Director Eldridge asked if there were any other WRWS Expansion Phase II Items. There were none.

D. Approve – Purchase of Video Conferencing Equipment, **Exhibit “I”**

Mr. Page presented this item. Following general discussion, Director Smith made a motion to Approve the purchase of the Video Conferencing Equipment 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.

E. Other, If Any

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

8. Administrative Items

A. Approve – Award WJC PTOW 01C Chlorine Contact Chamber Safety Improvements Project, **Exhibit “J”**

Mr. Page presented this item. Director Stennis made a motion to Approve Staff’s recommendation to Award the project to the lowest responsive bidder, Gottfried Contracting, LLC as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments. Director Elly asked if JCUA had worked with this contractor before. Mr. Page stated that JCUA had 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. Information Only – Closure of BCBS Retiree Account, **Exhibit “K”**

Mr. Page presented this item and stated this is for confirmation that the BCBS Retiree Account ends and will be closed on June 30, 2020. This was for information only, no action was required.

C. Accept – Donation - Emerald Lakes Subdivision Phase 2 Installed Water and Sewer Infrastructure, **Exhibit “L”**

Mr. Page presented this item. Director Stennis made a motion to Accept the Donation 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. Authorize – Permission to Get Appraisal and Investigate Potential Property Acquisition for Property Located on Hwy. 57, Vancleave, MS  
Mr. Page presented this item. Following the presentation and a brief discussion, Board requested Executive Session to discuss this item. No Board action was taken.

E. Approve – Organizational Chart and Job Description Revisions, **Exhibit “M”**  
Mr. Page presented this item. Following general discussion and comments, Director Stennis made a motion to Table this item for further discussion. Director Elly seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with Five (5) Yea Votes and (1) Nay Vote, Director Smith voted Nay.

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. Authorize – Litigation to Institute Connections – Ocean Beach  
Mr. Heidelberg presented this item, requesting Board’s Authorization to Institute Litigation to compel connection of the last four residents in Ocean Beach Estates who have not connected to JCUA utilities. Director Munro made a motion to Authorize Legal Counsel to Institute Litigation as requested. 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.

C. Other, If Any  
Director Eldridge asked if there were any other Attorney Items. There were none.

## 10. Director Items

- A. Other, If Any
- Director Elly – Requested update regarding City of Moss Point  
Mr. Glisson stated that he and Mr. Page have reviewed a draft of the finished report and are obtaining additional information. They are working to finalize the report before presenting it to the Board and taking it to the City of Moss Point.
  - Director Smith – Requested update regarding City of Gautier  
Mr. Heidelberg stated that is no further activity at this time.
  - Director Moore – Requested update regarding FY2019 Audit and if the report would be ready by June 30, 2020  
Mr. McElroy stated all information needed has been provided and he doubted that the Auditor would meet the due date of June 30, 2020.

11. Executive Session, If Required

At 5:07 P.M., Director Elly made a motion to go into Closed Session regarding Potential Property Acquisition matters for possible Executive Session. Director Moore 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 5:08 P.M., Director Elly made the motion to come out of Closed Session. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 5:09 P.M., Director Smith made a motion to go into Executive Session. Director Elly seconded the motion. The motion carried with a unanimous vote by the Board Members present.

In attendance were: Directors Eldridge, Elly, and Smith; Mr. Page; Ms. Gasaway, Mr. Heidelberg and Ms. McDonald. Attending Remotely were: Directors Moore, Munro and Stennis.

At 5:49 P.M., Director Elly made a motion that the Board come out of Executive Session and resume Regular Session. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 5:49 P.M., the meeting was re-opened to the public and regular session resumed.

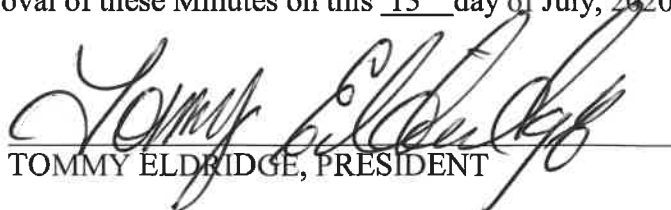
12. Authorize – Permission to Get Appraisal and Investigate Potential Property Acquisition for Property Located on Hwy. 57, Vancleave, MS, **Exhibit “N”**

Director Moore made a motion to Table this item for further discussion and requested a breakdown regarding the Cost to the JCUA Customers if the property was purchased and developed. Director Stennis 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.

13. 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 was adjourned at 5:52 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 13<sup>th</sup> day of July, 2020.

  
TOMMY ELDRIDGE, PRESIDENT

  
ANDREW J. ELLY, SECRETARY-TREASURER