



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
July 27, 2020

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., July 27, 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 Mallette, Moore and Stennis. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Johnny Groue, Operations Director; James Heidelberg and April McDonald, Authority Counsel. Attending Remotely: Linda Gasaway, Lead Administrative Assistant; Chase Glisson, Engineering Manager; Scott McElroy, Finance / Administration Director; Tara Sistrunk, HR / ER Manager; Carrie Dennis, O&M Manager; Lynette Hardin, Accounting Supervisor; Pete McMaster and Robert Teem, Arcadis; Greg Brown, Pickering; Chuck Starling, Kimley-Horn; Dennis Reeves, Joshua Brick and Kris Lightsey, Neel-Schaffer.

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

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

6. Consent Agenda

A. Approve – Annual Xerox Maintenance Agreement, **Exhibit “A”**

B. Approve – Continue Pest Control Service with Ol’ Magnolia Pest Control – Two (2) Year Contract, **Exhibit “B”**

C. Information Only – Janitorial Service Agreement – Contract Detail, **Exhibit “C”**

D. June Financial Statement and Cash Position, **Exhibit “D”**

Director Stennis made a motion to Approve Items 6.A. – 6.B. 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 “E”**

Following questions, comments and discussion, and a request to pull Kimley-Horn Invoice No. 16273996, Director Elly made a motion to Approve the Expenditures as presented with the exception of the pulled Kimley-Horn Invoice No. 16273996. Director Munro 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 No. 83 – \$102,371.57, **Exhibit “F”**

Mr. Page deferred to Mr. Glisson, Engineering Manager, to present this item. Following questions and comments, Director Munro made a motion to Approve Bond Requisition No. 83 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.

2. Information Only – 2016 Bond Summary, **Exhibit “G”**

Mr. Page presented this item. Following the presentation of the information provided, Mr. Page and Mr. Glisson addressed questions, comments and discussion. This was for Information Only, no action was required.

3. Approve – St. Andrews CCTV Inspection, **Exhibit “H”**

Mr. Page deferred this item to Mr. Glisson for presentation regarding staff’s request for inspection of the gravity sewer mains within the St. Andrews sewer collection system. Following questions, comments and discussion, Director Munro made a motion to Approve the St. Andrews CCTV Inspection as requested. 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.

4. Approve – Hwy. 63 O&M Facility – Request Budget Modification and Authority to Advertise (Tabled from 07/13/20 Board Meeting), **Exhibit “I”**

Mr. Page presented this item. Following questions and comments, Director Smith made a motion to Approve Request for Budget Modification and Authorize Staff to Advertise. Director Mallette 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.

C. SRF Projects

1. Jordan Road Sewer – Phase 2 – Request to Approve Miller Enterprises Pay Application No. 3, **Exhibit “J”**

Mr. Page presented this item and deferred to Mr. Glisson for additional information and to address questions. Director Stennis made a motion to Approve Miller Enterprises Pay Application No. 3 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.

2. WJC Energy & Process Improvement Green Infrastructure Reserve Project – Request to Approve Neel-Schaffer Professional Services Contract, **Exhibit “K”**

Mr. Page presented this item and deferred to Mr. Glisson for additional information and to address questions. Mr. Glisson noted an error on the memo regarding the total cost of Tasks No. 1 – 5 being \$155,000.00, making the total cost \$305,000.00. Director Moore made a motion to Approve Neel-Schaffer Professional Services Contract as noted. 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.

8. Administrative Items

A. Approve – Wastewater Request to Purchase Zero Turn Lawnmower, **Exhibit “L”**

Mr. Page deferred to Mr. Groue, Operations Director, to present this item. Director Smith made a motion to Approve Staff request to purchase Zero Turn Lawnmower 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. Approve – Purchase and Installation of Misting Unit No. 3 at POTW 7C (PMP), **Exhibit “M”**

Mr. Page presented this item. Following questions, comments and discussion, Director Elly made a motion to Approve Staff request to purchase and install Misting Unit No. 3 at the POTW 7C (PMP) 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.

C. Approve – VOIP Phone Service Provider, **Exhibit “N”**

Mr. Page presented this item. Following questions and comments, Director Smith made a motion to Approve C Spire as the new VOIP Phone Service Provider. 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.

D. Approve – Memorandum of Understanding to provide Assistance to the City of Ocean Springs, **Exhibit “O”**

Mr. Page presented this item. Following questions and comments, Director Stennis made a motion to Approve the MOU to provide assistance to the City of Ocean Springs. Director Munro 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.

E. Information Only – Summary Report on JCUA Operating Moss Point Potable Water Production & Treatment System, **Exhibit “P”**

Mr. Page presented this item and deferred to Mr. Glisson for additional information. Following the presentation of the information provided, Mr. Page and Mr. Glisson addressed questions, comments and discussion. This was for Information Only, no action was required.

F. Information Only – Woodlake Lane Connection Effort, **Exhibit “Q”**

Mr. Page deferred this item to Mr. Glisson to present, updating the Board regarding the status of the Woodlake Lane Connection effort. This was for Information Only, no action was required.

9. Board Attorney Items

- Counsel updated the Board on Attorney matters. No Board action was taken.

10. Director Items

- Director Eldridge – Requested update regarding Dr. Parker / Hurley Crossing, LLC. Mr. Heidelberg stated that Dr. Parker has been notified regarding the Board’s denial of his request at the 07/13/20 Board Meeting.
- Director Stennis – Requested information regarding who handles State or Federal acquisitions for JCUA when negotiating for property. Mr. Heidelberg stated that Heidelberg Steinberger PA handled the acquisition negotiations, specifically Mr. Daryl Dryden, P.A. and Ms. April McDonald.
- Mr. Page – Updated Board regarding JCUA COVID-19 status. Staff is being encouraged to utilize social distancing, wear a mask, gloves, wash hands, and if they are sick to please stay home if feeling unwell..
- Mr. Eldridge – Requested an update pertaining to the FY-2021 Budget. Mr. Page stated that he would like to schedule a meeting with the Budget Committee on Tuesday, 08/04/20 or Wednesday, 08/05/20 to review preliminary information; as well as a follow-up meeting the next week.
- Director Moore – Requested update regarding FY2019 Audit and information pertaining to the financial reports. Mr. Page stated that he and the Auditor have discussed scheduling a meeting with the Audit Committee but that the Auditor still has not provided info on the audit. Regarding Director Moore’s request pertaining to

the Financial Reports, Mr. Page stated staff would have a detailed report ready for the Budget Committee meeting next week.

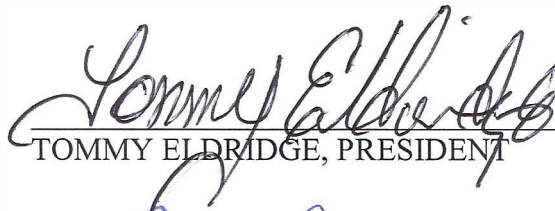
11. Executive Session (If Needed)

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 Munro 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 6:04.P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 10th day of August, 2020.



TOMMY ELDRIDGE, PRESIDENT



ANDREW J. ELLY, SECRETARY-TREASURER