



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
August 10, 2020

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., August 10, 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; Linda Gasaway, Lead Administrative Assistant; Johnny Groue, Operations Director; James Heidelberg and April McDonald, Authority Counsel. Attending Remotely: Chase Glisson, Engineering Manager; Scott McElroy, Finance / Administration Director; Tara Sistrunk, HR / ER Manager; Carrie Dennis, O&M Manager; Christian Nevarez, Lab Manager; Lynette Hardin, Accounting Supervisor; Robert Teem, Arcadis; Greg Brown, Pickering; Chuck Starling, Kimley-Horn; Joshua Brick, Neel-Schaffer and Sarah Duncan, CBI.

2. Devotion

Eric Page, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Moore led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the Agenda. Mr. Page submitted the 07/27/20 Amended Minutes with Item 7.C.1.a. and Item 8.D. being amended; request to Add Item 8.F. - Resolution Declaring an Emergency Exists Regarding PS No. 4 and Item 10 Correction – Audit Committee Meeting.

5. Public Recognition

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

6. Consent Agenda

A. Adopt – Minutes for July 13, 2020, **Exhibit “A”**

B. Adopt – Minutes for July 27, 2020, **Exhibit “B”**

C. Information Only – Notice of Violation – Flow – Big Point Decentralized Plant, **Exhibit “C”**

D. Information Only – General Contract and Service Agreement Schedule, **Exhibit “D”**

E. Information Only – Pump Station No. 21 Update, **Exhibit “E”**

Following comments, Director Stennis made a motion to Approve the Consent Agenda as presented. 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.

7. Discussion Agenda

A. Expenditures, **Exhibit “F”**

Following questions, comments and discussion, Director Smith made a motion to Approve the Expenditures as presented. 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 – Gautier POTW 02C (GTP) Clarifier No. 1 Rehab – Change Order No. 1, **Exhibit “G”**

Mr. Page presented this item. Director Smith made a motion to Approve Change Order No. 1 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.

C. SRF Projects

1. Jordan Road Pump Station – Phase 2

a. Approve – Miller Enterprise Pay Application No. 4 – Construction, **Exhibit “H”**

Mr. Page presented this item and deferred to Mr. Chase Glisson, Engineering / Planning Director, for additional information. Director Munro made a motion to Approve Miller Enterprise Pay Application No. 4 as presented. 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.

b. Approve – Neel Schaffer Invoice No. 1065519 and 1065968 – Construction Phase Services, **Exhibit “I”**

Mr. Page presented this Item. Director Eldridge asked if there were any questions or comments. Director Moore asked why there was an Invoice Summary on the Agenda Item Memo. Mr. Glisson stated this was placed on the memo for

documentation and clarification purposes regarding the status of submitted invoices. Director Moore made a motion to Approve Neel-Schaffer invoices 1065519 and 1065968 as presented. Director Smith 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. Tucker Road Regional Pump Station No. 6 Relocation

a. Approve – Kimley Horn Invoice No. 16273996 and 16521029 – Design Phase Services, **Exhibit “J”**

Mr. Page presented this item and deferred to Mr. Glisson for any questions regarding the design phase services. Director Munro made a motion to Approve Kimley-Horn invoices 16273996 and 16521029 as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments. Director Moore requested clarification regarding the Previous Amount Billed information. Mr. Glisson responded, stating there has been some inclusion of the SRF facility planning effort within the overall summary presented. 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. Approve – Easement Survey Proposal – Batson & Brown, **Exhibit “K”**

Mr. Page presented this item and Ms. April McDonald, Legal Counsel, presented additional information, explaining the circumstances of this situation requiring the survey. Following questions and comments, Director Smith made a motion to Approve the Easement Survey Proposal 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.

8. Administrative Items

A. Groveland Pump Station No. 8 Rehab

- Approve – Kimley-Horn Invoice No. 16836113 – Design Phase Services, **Exhibit “L”**

Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve Kimley-Horn Invoice No. 16836113 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. Approve – SHI International - Fortigate Annual Renewal, **Exhibit “M”**

Mr. Page presented this item. Following questions and comments, Director Elly made a motion to Approve Fortigate Annual Renewal as presented. 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.

C. Approve – Netwrix Software License Agreement – Annual Renewal, **Exhibit “N”**
Mr. Page presented this item. Director Munro made a motion to Approve Netwrix Software License Annual Renewal as presented. Director Mallette 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 – Rockwell Automation – TechConnect Support Annual Renewal, **Exhibit “O”**

Mr. Page presented this item. Following questions and comments, Director Mallette made a motion to Approve TechConnect Support Annual Renewal as presented. 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.

E. Approve – Win-911 – Annual Software and Support, **Exhibit “P”**

Mr. Page presented this item. Director Moore made a motion to Approve Win-911 Annual Software and Support 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.

F. Approve - Resolution of Declaration of Emergency Regarding Pump Station No. 4, **Exhibit “Q”**

Mr. Page presented this item. Director Stennis made a motion to Approve Resolution as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Director Moore asked if there were procedures in place to provide assurance JCUA is not being overcharged. Mr. Page stated that there are internal rules / procedures in place and multiple quotes are required before a purchase is made; as well as having contract service providers in place for an emergency situation. Director Eldridge asked if there were any other questions or comments, there were none. Vote was taken by Roll Call, motion carried with all Board Members present voting Yea

9. Board Attorney Items

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

10. Director Items

- Schedule Audit Committee meeting for initial presentation by Auditors
 - Audit Committee (Moore, Elly and Eldridge) meeting Scheduled for Wednesday, 08/19/20 @ 1:00 P.M.
 - Staff will provide updated information regarding request of Additional Facilities and will schedule a meeting with the Task Committee.
 - Rate Committee (Moore, Munro and Eldridge) meeting scheduled for Tuesday, 08/18/20.

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 5:40.P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 14th day of August, 2020.



TOMMY ELDRIDGE, PRESIDENT



ANDREW J. ELLY, SECRETARY-TREASURER