



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
September 14, 2020

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., September 14, 2020, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Eldridge, President; Director Munro, Vice President, Director Elly, Secretary / Treasurer; and Director Smith, Vice Secretary / Treasurer. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Linda Gasaway, Lead Administrative Assistant; Chase Glisson, Engineering Manager; Johnny Groue, Operations Director; James Heidelberg and April McDonald, Authority Counsel. Attending Remotely: Carrie Dennis, O&M Manager; Robert Teem, Arcadis; Greg Brown, Pickering and Chuck Starling, Kimley-Horn.

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 stated that there will be a change to the Agenda, adding Item 8.E. – Resolution Declaring an Emergency Exists with the September 14-16, 2020 Force Majeure.

5. Public Recognition

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

6. Consent Agenda

A. Adopt – Minutes for August 10, 2020, **Exhibit “A”**

B. Adopt – Minutes for August 24, 2020, **Exhibit “B”**

C. Information Only – City of Moss Point – August 2020 High Flows and Excessive Wastewater Demands, **Exhibit “C”**

D. Information Only – Update on Prior Notice of Violations – Hurley Crossing, LLC, **Exhibit “D”**

E. Information Only – Notice of Violations – United Site Services, **Exhibit “E”**

F. Information Only – Contract Schedule Update, **Exhibit “F”**

Director Elly made a motion to Approve Items 6.A. – 6.F. as presented. Director Eldridge asked if there were any questions or comments. 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 “G”**

Following questions, comments and discussion, Director Munro made a motion to Approve the Expenditures 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.

B. Bond Project Action

1. Approve – Payments – Requisition 84 – \$16,189.12, **Exhibit “H”**

Mr. Page deferred this item to Mr. Chase Glisson, Director of Engineering / Planning. Mr. Glisson presented this item. Director Smith made a motion to Approve Payment Requisition 84 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 Summary, **Exhibit “I”**

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

3. Bond Projects

a. Approve – GIS System Implementation, **Exhibit “J”**

Mr. Page presented this item and deferred to Mr. Glisson for additional details. Mr. Glisson stated that Staff selected Neel-Schaffer to provide the services requested with total NTE \$50,000.00. Director Munro made a motion to Approve GIS System Implementation 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.

b. Approve – Hwy. 63 O&M Facility Renovation – Presentation of Bid Results and Request to Award, **Exhibit “K”**

Mr. Page presented this item and deferred to Mr. Glisson to go through the Bid process. Mr. Glisson stated that Staff recommends the project be awarded to Stewart Construction. Director Elly made a motion to Approve the Request to Award as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Director Smith abstained from voting. Motion carried with a unanimous vote by the remaining Board Members present.

C. SRF Projects

1. Jordan Road Pump Station – Phase 2

- a. Approve – Miller Enterprise Pay Application No. 5 – Construction, **Exhibit “L”**

Mr. Page presented this item and deferred all questions to Mr. Glisson. Director Smith made a motion to Approve the Miller Enterprise Pay Application No. 5 as presented. Director Elly seconded the motion. Director Eldridge asked if there were any questions or comments. Director Eldridge ask for clarification regarding Project Remarks No. 2. Mr. Page stated that these notes are to make the Board aware of the current situation of the project.

- b. Approve – Neel Schaffer Invoice No. 1066790 – Professional Services, **Exhibit “M”**

Mr. Page presented this item. Director Munro made a motion to Approve Neel-Schaffer Invoice NO. 1066790 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.

2. Tucker Road Regional Pump Station No. 6 Relocation

- a. Approve – Kimley Horn Invoice No. 16915503 and 17070862 – Professional Services, **Exhibit “N”**

Mr. Page presented this item. Director Munro made a motion to Approve Kimley Horn Invoice No. 16915503 and 17070862 for Professional Services 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.

8. Administrative Items

A. Groveland Pump Station No. 8 Rehab

1. Approve – Kimley Horn Invoice No. 17070861 – Professional Services, **Exhibit “O”**

Mr. Page presented this item. Director Munro made a motion to Approve Kimley Horn Invoice No. 17070861 for Professional Services as presented. Director Smith seconded the motion. After discussion, the motion carried with a unanimous vote by the Board Members present.

B. Fleet Management Discussion - Classis Chassis Discount, **Exhibit “P”**

Mr. Page presented this item and deferred any questions to Mr. Richard Torjusen, Purchasing Supervisor. This item was presented for Information Only, no action was required.

C. Approve – D.R. Horton for Emerald Lakes – Service Fees MOU, **Exhibit “Q”**

Mr. Page presented this item and explained that D.R. Horton will be responsible for the grinder package installation. Director Munro made a motion to Approve the Emerald Lakes Service Fees MOU 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. Approve - Professional Maintenance and Service Agreement for Emergency Power and Standby Generators (Tabled 08/24/20 Item 8.B.), **Exhibit “R”**

Mr. Page presented this item and deferred any questions to Mr. Torjusen. Following questions, comments and discussion, Director Elly made a motion to Approve Staff recommendation to award the Professional Maintenance and Service Agreement for Emergency Power and Standby Generators as presented. Director Munro seconded the motion. Directors Elly and Munro voted Yea and Directors Eldridge and Smith voted Nay; therefore, bids were not accepted. Director Eldridge made a motion to Re-Advertise for Bidding. 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.

E. Approve – Resolution Declaring an Emergency Exists with the September 14-16, 2020 Force Majeure, **Exhibit “S”**

Mr. Page presented this item. Director Smith 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.

9. Board Attorney Items

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

10. Director Items

- Appointment of Board Officer Election Committee
 - Director Eldridge appointed Directors Mallette and Moore to be on the Board Officer Election Committee.
- Other (If Needed)
 - Director Eldridge asked if there were any other Director Items. There were none.

11. Executive Session (If Needed)

Director Eldridge asked if there was any need for Executive Session. Directors Elly and Smith requested Executive Session.

At 5:05 P.M., Director Elly made a motion to go into Closed Session regarding legal matters for possible Executive Session. Director Munro 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 no need to go in to Executive Session.

At 5:10 P.M., Director Munro 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.

In attendance were: Directors Eldridge, Elly, Munro and Smith. Also in attendance were: Mr. Page, Ms. Gasaway, Mr. Heidelberg and Ms. McDonald.

At 5:11 P.M., the meeting was re-opened to the public and regular session resumed.

12. Adjourn

There being no further business to come before the Board, Director Smith made the motion to adjourn. Director Munro seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 5:12.P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12th day of October, 2020.



JERRY MUNRO, PRESIDENT



ANDREW J. ELLY, SECRETARY-TREASURER