



**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  
**October 12, 2020**

**MINUTES**

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., October 12, 2020, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Munro, President; Director Eldridge, Vice President, Director Elly, Secretary / Treasurer, and Director Smith. Director Moore attended remotely. Director Mallette was unable to attend. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Johnny Groue, Operations Director; Linda Gasaway, Lead Administrative Assistant; Morgan Pitts, QA/QC Environmental Compliance Officer; James Heidelberg and April McDonald, Authority Counsel, and Renee Collini and Carey Schafer, Northern Gulf of Mexico Sentinel Site Cooperative – MSU. Attending Remotely: Chase Glisson, Engineering Manager; Tara Sistrunk, HR/ER Manager; Lynette Hardin, Accounting Supervisor; Jerod Martin, Engineering Intern; Robert Teem and Pete McMaster, Arcadis; Greg Brown, Pickering; Dennis Reeves and Joshua Brick, Neel-Schaffer; Shawn Wozencraft, Michael Baker; Chuck Starling, Kimley-Horn; Mike Smith, JCPA, and Camille Sicangco, Northern Gulf of Mexico Sentinel Site Cooperative – MSU.

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 Munro asked if there were any changes to the Agenda. There were none.

5. Public Recognition

Director Munro recognized Renee Collini, Carey Schafer and Camille Sicangco with Northern Gulf of Mexico Sentinel Site Cooperative – MSU, regarding Item 7.A.

6. Consent Agenda

A. Adopt – Minutes for September 8, 2020 Special Call Meeting, **Exhibit “A”**

B. Adopt – Minutes for September 14, 2020, **Exhibit “B”**

C. Adopt – Minutes for September 28, 2020, **Exhibit “C”**

D. Information Only – MS# 0020249 JCUA POTW 7C (PMP POTW)– Notice of Violation – Permit Samples, **Exhibit “D”**

Director Moore noted an error on Item 1. on the September 8, 2020 Minutes and Item 6.B.1. on the September 28, 2020 Minutes. He then made a motion to Approve the Consent Agenda with the corrections requested. Director Smith seconded the motion. Director Munro asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

7. Presentation Item

A. Information Only – EJCCWRF – Berm CBA Report, **Exhibit “E”**

Director Munro presented Renee Collini, Carey Schafer and Camille Sicangco with Northern Gulf of Mexico Sentinel Site Cooperative – MSU to present a report they have developed regarding Cost-Benefit Analysis of Alternative Berm Heights for the EJCCWRF. After the presentation, Director Munro asked if there were any questions or comments. Following discussion, the Board expressed their thanks for the information presented.

8. Discussion Agenda

A. Expenditures, **Exhibit “F”**

Director Munro asked if there were any questions or comments regarding the Expenditures. Director Moore requested clarification regarding Coast Chlorinator & Pump – PMP POTW Disinfection Upgrade and Corlew Munford & Smith September 2020 Invoice. Following Mr. Pages explanation regarding these items, Director Elly made a motion to Approve the Expenditures as presented. Director Smith seconded the motion. Director Munro asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. SRF Items

1. Tucker Road Regional PS 6 Relocation

a. Approve – Kimley Horn Invoice No. 17283335, **Exhibit “G”**

Mr. Page presented this item. Director Eldridge made a motion to Approve payment of Invoice No. 17283335 as presented. Director Smith seconded the motion. Director Munro asked if there were any questions or comments. Director Moore asked if cost have been refunded yet. Mr. Page stated that with the SRF program, the costs are all reimbursable; however, they are not reimbursable until the point at which MDEQ approves the plans for advertisement. Therefore, JCUA has not yet been reimbursed but the plans are pending approval. Director Munro asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

9. Administrative Items

A. Approve – Groveland PS 8 Rehab – Design Progress Payment – Invoice No. 17283331, **Exhibit “H”**

Mr. Page presented this item and stated that the Engineer has completed 60% design review and is incorporating staff comments and is progressing to 90% completion. Director Eldridge made a motion to Approve payment of Invoice No. 17283331 as presented. Director Smith seconded the motion. Director Munro asked if there were any questions or comments. Director Moore asked about the source of funding is from Budgeted Capital Projects. Mr. Page stated that was correct, in-house funding. Director Munro 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 – South Pointe PH 4A – Water and Sewer Infrastructure Donation Request, **Exhibit “I”**

Mr. Page presented this item stating that the Developer/Contractor has completed installation and properly tested the proposed infrastructure and has requested that JCUA accept the Donation of the South Pointe Subdivision – Phase 4A, consisting of 100 lots in South Central Jackson County. Director Smith made a motion to Approve the request as presented. Director Elly seconded the motion. Following a brief discussion, Director Munro 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 – St. Andrews Water Meter Installations – Construction Progress Payment, **Exhibit “J”**

Mr. Page presented this item and stated that the contractor has installed 177 of the 200 meter boxes to be installed. Director Elly made a motion to Approve Pay Application No. 1 as presented. Director Smith seconded the motion. Director Munro asked if there were any questions or comments. Director Moore requested clarification regarding the total quantity including payment for water meters, check valves and meter boxes. Mr. Page stated that the intent of that statement is to denote what JCUA is paying to be installed. Director Munro asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

D. Authorize – USDA Representative, **Exhibit “K”**

Director Munro and Mr. Page presented this item. Director Moore made a motion to Authorize Executive Director as USDA Representative. Director Smith seconded the motion. Director Munro asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

E. Approve – Request for Organizational Chart Changes, **Exhibit “L”**

Mr. Page presented this item. Following questions, comments and discussion, Director Elly requested Executive Session for further discussion.

10. Board Attorney Items

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

## 11. Director Items

- Director Munro – Updated Board regarding requested meeting with Auditors. Meeting has been scheduled for Wednesday, October 21, 2020 at 10:00 A.M.
- Director Eldridge – Requested an update regarding Director of Finance position. Staff will be meeting with Director Moore to review applications received and schedule interviews.
- Director Moore – Updated Board regarding Budget meeting with Mr. Corlew, Mr. Heidelberg and Mr. Page.
- Director Elly – Updated Board regarding City of Moss Point Water Project

## 12. Executive Session (If Needed)

At 5:20 P.M., Director Elly made a motion to go into Closed Session regarding Legal and Personnel matters for possible Executive Session. Director Eldridge 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 5:22 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 5:23 P.M., Director Munro made a motion to go into Executive Session. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

In attendance were: Directors Eldridge, Elly, Munro, and Smith. Mr. Page, Ms. Sistrunk, Mr. Heidelberg and Ms. McDonald. Director Moore attended remotely.

At 6:40 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 6:41 P.M., the meeting was re-opened to the public and regular session resumed.

## 13. Approve – Request for Organizational Chart Changes, Exhibit “L”

Director Smith made a motion to Approve Page One (1) of the Organization Chart Changes as Presented. Director Eldridge seconded the motion. Director Munro asked if there were any questions or comments, there were none. Motion carried with five (5) Yea Votes and one (1) Nay Vote. Director Elly voted Nay.

14. Adjourn

There being no further business to come before the Board, Director Smith made the motion to adjourn. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 6:45 .P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 9<sup>th</sup> day of November, 2020.

  
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JERRY MUNRO, PRESIDENT

  
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ANDREW J. ELLY, SECRETARY-TREASURER