



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
Rickey Murphy • Jackson County
Marshall Smith • Gautier

Jackson County Utility Authority

Regular Meeting

Board of Directors

December 14, 2020

MINUTES

1. Call to Order

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

Also present were: Eric Page, Executive Director; Linda V. Gasaway, Executive Assistant; Chase Glisson, Director of Engineering/Planning; Johnny Groue, Director of Operations; Linda Green, Director of Finance; Tara Sistrunk, HR Manager; Alex Dixon, Compliance Manager; Brandon Stork and Tyler Carter, JCUA Compliance Officers; and April McDonald, Authority Counsel. Attending Remotely: Lynette Hardin, Accounting Supervisor; Alejandra Villalta, Accountant; Greg Brown, Pickering; Dennis Reeves and Meredith Moore, Neel-Schaffer; Chuck Starling, Kimley Horn; Pete McMaster and Robert Teem, Arcadis; Shawn Wozencraft and TJ Holliday, Michael Baker.

2. Devotion

Mr. Page presented the invocation.

3. Pledge of Allegiance

Director Murphy 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. Mr. Page requested Executive Session.

5. Public Recognition

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

Mr. Page introduced JCUA's new Director of Finance, Ms. Linda Green.

6. Consent Agenda

A. Adopt – Minutes for November 9, 2020, **Exhibit "A"**

B. Adopt – Minutes for November 23, 2020, **Exhibit "B"**

C. Consider – Sparklight Annual Renewal – Customer Service Fax/Credit Card Phone Lines, **Exhibit “C”**

D. Information Only – City of Moss Point – POTW 6C (ETP) Notice of Excessive Wastewater Demands, **Exhibit “D”**

Director Smith made a motion to Approve the Consent Agenda as presented. Director Murphy 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.

7. Discussion Agenda

A. Expenditures, **Exhibit “E”**

Mr. Page explained that there was a duplication on Page 7 of the expenditures report, SHI International Corp in the amount of \$337.48, one of which would be removed from the expenditures report. After questions, comments and discussion regarding CIFRA/Hurricane Nate Repairs; OHC, Inc./Quantitative Mask Fit Test; Waste Management of So. MS/Dumpsters; BXS Insurance/Bonds; Consolidated Pipe/PS 2 Rehab Project; Fuelman; MS Utility Supply and Tyler Technologies, Director Moore made a motion to Approve the Expenditures as presented. Director Murphy 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. Bond Project

1. Consider –POTW 2C (GTP) Clarifier Rehab Change Order No. 2, **Exhibit “F”**

Mr. Page presented this item and stated this Change Order would result in a net increase of \$3,995.15 and a time increase of one (1) day. Director Eldridge made a motion to Approve Change Order No. 2 as presented. Director Murphy 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.

2. Consider – GIS Implementation Equipment Purchase Request, **Exhibit “G”**

Mr. Page presented this item noting the purchase approval has a NTE of \$20,000.00. Director Smith made a motion to Approve the GIS Implementation Equipment Purchase as requested. Director Mallette 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.

3. Consider – Bond Reimbursement Requisition No. 88, **Exhibit “H”**

Mr. Page presented this item and deferred to Mr. Glisson, Director of Engineering, for additional information. Director Smith made a motion to Approve Bond Reimbursement Requisition No. 88 as presented. Director Mallette 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.

Information Only – Bond Summary, **Exhibit “I”**

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

C. SRF Projects

1. Tucker Road Regional PS 6 Relocation

a. Design Phase Services

1. Consider – Kimley Horn Invoice No. 17665973, **Exhibit “J”**

Mr. Page presented this item. JCUA Engineering has reviewed and approved the invoice for design phase services and recommends approval for the program processing and payment. Director Moore made a motion to Approve Invoice No. 17665973 as presented. 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.

2. Green Energy Improvements – POTW 1C (WJC)

a. Design Phase Services

1. Consider - Neel Schaffer Invoice No. 1067946, **Exhibit “K”**

Mr. Page presented this item. JCUA Engineering has reviewed the invoice for facility planning services and recommends approval for payment. Director Murphy made a motion to Approve Invoice No. 1067946 as presented. Director Mallette 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.

8. Administrative Items

A. Groveland PS No. 8 Rehab

1. Design Phase Services

a. Consider - Kimley Horn Invoice No. 17636144, **Exhibit “L”**

Mr. Page presented this item. JCUA Engineering has reviewed the invoice for design phase services and recommends approval for processing and payment. Director Mallette made a motion to Approve Invoice No. 17636144 as presented. Director Murphy 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.

B. Consider – JCUA Professional Services RFQ – Request to Advertise, **Exhibit “M”**

Mr. Page presented this item. Staff requests approval to advertise the Request for Qualifications related to JCUA’s Professional Service needs. Director Murphy made a

motion to Approve the Professional Services RFQ request to advertise as presented. Director Eldridge seconded the motion. Director Munro asked if there were any questions or comments. Director Moore asked if there would be more than one firm in a category and/or would it be possible to end up with just one firm in a category. Mr. Page stated there would likely be more than one firm per category but it will be dependent upon the response to the advertisement. 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. Consider – Request Authority to Provide Notice of Proposed Revisions to JCUA Rules and Regulations, **Exhibit “N”**

Mr. Page presented this item and deferred to Ms. Alex Dixon, Compliance Manager, for presentation. Following presentation, questions, comments and discussion, Director Murphy made a motion to Approve staff’s request to Provide Notice of Proposed Revisions to JCUA Rules and Regulations. 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.

D. Consider – Proposed Board Meeting Schedule Change for December 2020 and January 2021 **Exhibit “O”**

Mr. Page presented this item. Following discussion, Director Moore made a motion to Approve the Board Meeting Schedule change for December 2020 and January 2021 as presented. Director Murphy 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.

9. Board Attorney Items

Counsel updated the Board on Attorney matters and requested Executive Session regarding litigation issues. No board action was taken.

10. Director Items

Director Munro asked if there were any Director Items. There were none.

11. Executive Session (If Needed)

At 5:15 P.M., Director Eldridge made a motion to go into Closed Session regarding legal matters for possible Executive Session. Director Murphy 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 5:17 P.M., Director Eldridge 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 5:17 P.M., Director Eldridge made a motion to go into Executive Session. Director Smith seconded the motion. The motion carried with a unanimous vote by the Board Members present.

In attendance were: Directors Eldridge, Mallette, Munro, Murphy and Smith. Mr. Page, Ms. Gasaway and Ms. McDonald. Director Moore attended remotely.

At 6:10 P.M., Director Mallette 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 6:11 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 Murphy 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 6:12 .P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 4th day of January, 2021.



JERRY MUNRO, PRESIDENT

TOMMY ELDRIDGE, VICE PRESIDENT