



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
January 4, 2021

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., January 4, 2021, 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: Chase Glisson, Director of Engineering/Planning; Johnny Groue, Director of Operations; Linda Green, Director of Finance, and April McDonald, Authority Counsel. Attending Remotely: Eric Page, Executive Director; Tara Sistrunk, HR Manager; Carrie Dennis, O&M Manager; Lynette Hardin, Accounting Supervisor; Alejandra Villalta, Accountant; Charles Capdepon, Pickering; Dennis Reeves and Joshua Brick, Neel-Schaffer; Chuck Starling, Kimley Horn; Tyler Noland and Robert Teem, Arcadis; Shawn Wozencraft, Michael Baker, and Joey Bullock, BXS Insurance.

2. Devotion

Mr. Munro 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. Mr. Glisson requested Item 8.F. – Sole Source Purchase be added.

5. Public Recognition

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

6. Consent Agenda

A. Adopt – Minutes for December 14, 2020, **Exhibit “A”**

Director Smith made a motion to Adopt the December 14, 2020 minutes 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.

7. Discussion Agenda

A. Expenditures, **Exhibit “B”**

Mr. Glisson requested that the Heidelberg Hemphill/Aeromix Invoice, line item number 31 on page 2, be pulled due to duplication. Following questions, comments and discussion regarding Amazon Collections Car Garage Kit; Micro Methods Oil/Grease Collection and BXS Insurance Public Official Bond, Director Eldridge made a motion to Approve the Expenditures with Heidelberg Hemphill/Aeromix Invoice pulled as requested and BSX Insurance Invoice for Elly Bond pulled pending additional information. 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. Bond Project

1. Consider – Bond Reimbursement Requisition No. 89, **Exhibit “C”**

Mr. Glisson presented this item. Staff request Board approval of Bond Reimbursement Requisition No. 89. Director Smith made a motion to Approve Requisition No. 89 as presented. Director Mallette seconded the motion. Director Munro asked if there were any questions or comments. Director Moore stated that S.A. Meter Installation Items 1.2 and 1.3 vendors should be corrected to Consolidated Pipe. Mr. Glisson stated that Engineering will make the corrections before this item is submitted for payment. 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.

2. Information Only – Bond Project Summary, **Exhibit “D”**

Mr. Glisson presented the 2016 Bond Summary and Payout Schedule for December 2020. This was for information only, no action was required.

8. Administrative Items

A. Consider – VOIP Phone Service Contract Modification, **Exhibit “E”**

Mr. Glisson presented this item, stating Staff requests Board approval of the VOIP phone service contract modification adding additional equipment needed to complete the install. Director Mallette made a motion to Approve the VOIP phone service contract modification as presented. Director Murphy seconded the motion. Director Munro asked if there were any questions or comments. Director Smith asked if this was for phone and network. Mr. Glisson stated this is for the phone system only. 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. Consider – Mission Communications Service Package Annual Renewal, **Exhibit “F”**

Mr. Glisson presented this item, stating Staff requests Board approval of the annual service agreement with Mission Communications for the M800 and M850 wireless alarm system. Director Moore made a motion to Approve the Mission Communications Service Package Annual Renewal as presented. Director Murphy seconded the motion. Director Munro asked if there were any questions or comments. Director Moore asked how the price compared to the previous year. Mr. Glisson stated this is the same price. 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 – Customer Account Credit Request – 11628 Hwy. 57, **Exhibit “G”**

Mr. Glisson presented this item. Staff requests a billing credit for water service on Account No. 41313 due to overpayment. Director Smith made a motion to Approve the Credit Request as presented. Director Eldridge seconded the motion. Director Munro asked if there were any questions or comments. Director Moore asked how this happened and is there a systematic problem. Mr. Glisson explained the situation and stated that this was due to a manual entry. 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 – South Pointe Phase 4A Subdivision MOA, **Exhibit “H”**

Mr. Glisson presented this item. Staff requests the Board consider the proposed MOA between JCUA and DR Horton for installation of water and sewer services to each home proposed for construction within Phase 4A (99 lots) of the subdivision. Director Mallette made a motion to Approve the MOA 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.

E. Consider – Request to Solicit JCUA Insurance Proposals, **Exhibit “I”**

Mr. Glisson presented this item. Staff requests permission to advertise for Insurance Proposals regarding all JCUA liability coverages that will be renewing on March 18, 2021. Director Eldridge made a motion to Approve the request 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.

F. Consider – Sole Source Purchase – PS 9 Pre-Treatment Program - Hach Brand Instruments, **Exhibit “J”**

Mr. Glisson presented this item. Staff requests Board approval of a Sole Source Purchase. Director Murphy made a motion to Approve the request as presented. Director Mallette seconded the motion. Director Munro asked if there were any questions or comments.

9. Board Attorney Items

A. Attorney Update

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

B. Consider – Request for Authorization to Negotiate Land Swap for Easement

Mr. Heidelberg presented this item, stating this is to Authorize Legal Counsel to negotiate a Land Swap for a 5000 +/- square foot Easement. Director Eldridge made a motion to Authorize Legal Counsel to proceed with negotiations. Director Murphy seconded the motion. Director Munro asked if there were any questions or comments. Director Moore requested clarification regarding what specifically JCUA is swapping for. Mr. Heidelberg explained that JCUA will be making a land for land exchange. 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.

10. Director Items

- Director Smith – Paula Yancey, Gautier City Mgr., requested a copy of the current pretreatment program. Mr. Heidelberg, Legal Counsel, stated that he will send the requested document to Ms. Yancey.

- Director Eldridge – Requested Hwy. 63 facility update. Mr. Glisson updated the Board regarding the progress and timeline of the project.
- Director Moore – Requested FY2020 Audit update. Ms. Linda Green, Director of Finance, updated the Board regarding the upcoming FY2020 Audit.
- Mr. Heidelberg – Updated Board regarding Director Elly.

11. Executive Session (If Needed)

At 5:00 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.

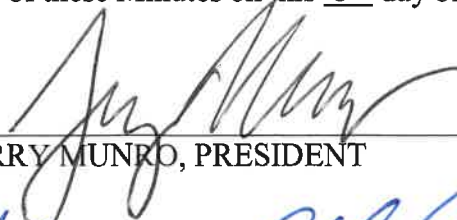
No business was undertaken in Executive Session.

At 6:11 P.M., the meeting was re-opened to the public and regular session resumed.

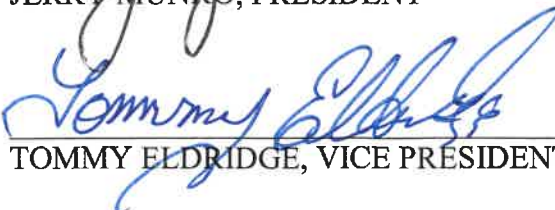
12. Adjourn

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 5:45 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8th day of February, 2021.



JERRY MUNRO, PRESIDENT



TOMMY ELDRIDGE, VICE PRESIDENT