



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 25, 2021

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., January 25, 2021, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Munro, President; Director Eldridge, Vice President; Directors Smith, Mallette and Murphy. Directors Elly, Secretary / Treasurer and Moore, Vice Secretary / Treasurer, attended remotely. 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; Carrie Dennis, O&M Manager; Chuck Redmond, 7C/PMP POTW Supervisor; James Heidelberg, Authority Counsel, and Khloe Byrd, Moss Point Resident. Attending Remotely: Tara Sistrunk, HR Manager; Lynette Hardin, Accounting Supervisor; Alejandra Villalta, Accountant; Jerod Martin, Project Engineer; April McDonald, Authority Counsel; Greg Brown, Pickering; Dennis Reeves and Meredith Moore, Neel-Schaffer; Chuck Starling, Kimley Horn; Pete McMaster, Tyler Noland and Robert Teem, Arcadis; Lee Purvis, Utility Services; Dennis Stieffel, Dennis Stieffel & Assocs., and Russell Miller, Miller Enterprises.

2. Devotion

Mr. Page presented the invocation.

3. Pledge of Allegiance

Director Eldridge 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

A. Public Recognition

1. Utility Services General Manager – Lee Purvis
Mr. Page recognized Mr. Purvis – Item 7.A.

B. Employee Recognition

1. Jerod Martin – 10 Years of Service – via Zoom

2. Chuck Redmond – 30 Years of Service

Board recognized Jerod Martin, Project Engineer, for 10 years of service and Chuck Redmond, 7C/PMP POTW Supervisor, for 30 years of service.

6. Consent Agenda

A. Consider – ESET Endpoint Encryption Subscription – Annual Renewal, **Exhibit “A”**

B. Consider – Mission Communications Service Package – Annual Renewal, **Exhibit “B”**

C. Information Only – City of Pascagoula – Excessive Flow Letter, **Exhibit “C”**

D. Information Only – City of Moss Point – Excessive Flow Letter, **Exhibit “D”**

E. Information Only – January 2021 Contract Schedule, **Exhibit “E”**

Director Eldridge made a motion to Approve the Consent Agenda 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.

7. Discussion Agenda

A. Utility Services – South 8th Street Water Well, **Exhibit “F”**

Mr. Page presented this item and deferred to Mr. Lee Purvis, Utility Services, to address the Board regarding a proposed well installation to be located at South 8th Street and Barnacle Drive in the Gulf Park Estates area. Following Mr. Purvis’ address, questions, comments and discussion Director Eldridge made a motion to Table this item to the 02/08/21 Board Meeting, pending additional information to be provided by Utility Services. 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. Expenditures, **Exhibit “G”**

Director Munro asked if there were any questions or comments regarding the Expenditures. Following questions and response regarding Coast Chlorinator & Pump Co.; Curtisee Screening Solutions; Delta World Tire; Eric’s Automotive; Heidelberg Steinberger, P.A., and US Postal Service, Director Eldridge 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.

C. COE 219 Ocean Springs Area Water System Improvements

1. Consider – PPA Approval / Execution, **Exhibit “H”**

Mr. Page presented this item. Staff requests Board approval of the Resolution Authorizing Certain Representatives to Execute Documents/Agreements required in connection with the Environmental Infrastructure Project in Ocean Springs, MS, and attachments allowing JCUA to execute the Project Partnership Agreement (PPA) with the US Army COE Mobile District related to the project. Following questions, comments and discussion, Director Murphy made a motion to Approve the Execution of the PPA as

presented. Director Eldridge 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. Authorize – Designee to Sign

Mr. Page presented this item. Staff requests Eric Page, Executive Director; Linda Green, Director of Finance and James Heidelberg, Authority Counsel be Authorized as Designees to Sign. Director Moore made a motion to Authorize the Designees 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.

D. Bond Project Update

1. Consider – Bond Requisition No. 90, **Exhibit “I”**

Mr. Page presented this item and deferred to Mr. Glisson for further explanation. Following questions, comments and discussion, Director Mallette made a motion to Approve Bond Requisition No. 90 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.

2. Information Only - Hwy. 63 O&M Facility Renovation – Field Observation Report, **Exhibit “J”**

Mr. Page presented this item, updating the Board regarding the Hwy. 63 O&M facility renovation. This was for information only, no action was required.

3. Information Only – JCUA GIS Implementation – Presentation by NSI and Progress to Date

Mr. Page introduced Ms. Meredith Moore, Neel-Schaffer, for presentation of the JCUA GIS Implementation Project and progress to date. This was for information only, no action was required.

4. Information Only – Bond Project Summary, **Exhibit “K”**

Mr. Page presented this item updating the Board regarding the current Bond Project. This was for information only, no action was required.

E. SRF Projects

1. Tucker Road Regional PS 6 Relocation

a. Consider – Kimley Horn – Design Phase Invoice No. 17861721, **Exhibit “L”**

Mr. Page presented this item. Engineering has reviewed the invoice for design phase services and recommends approval for the program processing and payment. Director Mallette made a motion to Approve Kimley Horn Invoice No. 17861721 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 – Resolution Authorizing Acquisition of Certain Easements needed for Project, **Exhibit “M”**

Mr. Page presented this item. Staff requests Board Authorize the acquisition of certain easements for Tucker Road regional for PS 6 relocation project. Director Murphy made a motion to Authorize the Resolution 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.

- c. Consider – Request Authority to Advertise Project for Bids **Exhibit “N”**

Mr. Page presented this item. Staff requests Board approval to schedule advertisement. Project design is complete with all required easements allowing for clear site certification in accordance to MDEQ requirements. Director Murphy made a motion to Approve Staff’s request to advertise as presented. Director Moore 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. Jordan Road Sewer – Phase 2

- a. Consider – Pay Application No. 7, **Exhibit “O”**

Mr. Page presented this item. Staff has reviewed the request, along with the consultant and recommends approval for payment in its entirety. Director Eldridge made a motion to Approve payment of Pay Application No. 7 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.

- b. Consider – Neel-Schaffer - Construction Inspection Invoice No. 1067941 and 1068717, **Exhibit “P”**

Mr. Page presented this item. JCUA Engineering has reviewed Invoice No. 1067941 and 1068717 for construction phase services and recommends Board approval for payment. Director Murphy made a motion to Approve payment of Neel-Schaffer Invoice No. 1067941 and 1068717 as presented. Director Moore 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. Building Resilient Infrastructure & Communities (B.R.I.C.) Grant Application Submissions

1. Information Only – Notice of Intent, **Exhibit “Q”**

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

2. Consider – Applicant Agent Authorization, **Exhibit “R”**

Mr. Page presented this item. Staff requests Authorization to designate Director Munro,

Board President, as the JCUA Agent. Director Eldridge made a motion to Authorize Director Munro as the JCUA Agent pertaining to the B.R.I.C. Grant and 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 – Hurricane Zeta – Bypass Pump Rental, Exhibit “S”

Mr. Page presented this item. Staff requests Board approval to pay purchase order for Bypass Pump Rental due to Hurricane Zeta. Director Moore made a motion to Approve process of purchase order for emergency services provided due to Hurricane Zeta. 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.

C. Information Only – Financial Update, Exhibit “T”

Mr. Page deferred this item to Ms. Linda Green, Director of Finance. Ms. Green presented the FY 2021 YTD Budget Report for 10/01/20 – 12/31/20 and updated the Board regarding the 2016 Bond; Revenues, and Expenditures. This was for information only, no action was required.

9. Board Attorney Items

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

10. Director Items

- Smith – Requested a status update regarding the Generators bids. Mr. Glisson updated the Board regarding this item, stating that the results of the recent bid would be presented at the 02/08/21 Board Meeting.
- Page – Updated the Board regarding Tablets / Training.

11. Executive Session (If Needed)

At 5:40 P.M., Director Eldridge made a motion to go into Closed Session regarding legal matters for possible Executive Session. Director Smith 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 5:43 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 5:43 P.M. Mr. Glisson was asked to enter Executive Session.

At 5:44 P.M., Director Eldridge made a motion to go into Executive Session. Director Moore 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; Mr. Glisson and Mr. Heidelberg. Directors Elly and Moore and Ms. McDonald attended remotely.

At 6:22 P.M., Director Smith made a motion that the Board come out of Executive Session and resume Regular Session. Director Mur seconded the motion. The motion carried with a unanimous vote by the Board Members present.

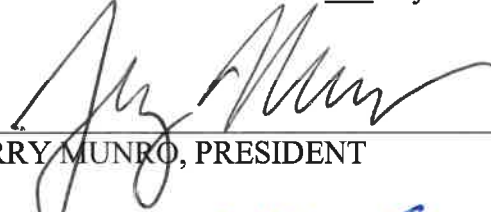
No business was undertaken in Executive Session.

At 6:22 P.M., the meeting was re-opened to the public and regular session resumed.

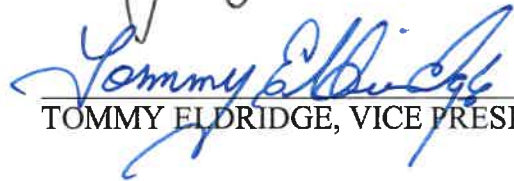
12. Adjourn

There being no further business to come before the Board, Director Moore 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 6:23 .P.M.

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



JERRY MUNRO, PRESIDENT



TOMMY ELDRIDGE, VICE PRESIDENT