



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
February 22, 2021

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., February 22, 2021, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Munro, President; Director Eldridge, Vice President; Directors Mallette, Murphy and Smith. 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; Linda Green, Director of Finance; Johnny Groue, Director of Operations; Tara Sistrunk, HR Manager; James Heidelberg and April McDonald, Authority Counsel. Attending Remotely: Carrie Dennis, O&M Manager; Lynette Hardin, Accounting Supervisor; Alejandra Villalta, Accountant; Greg Brown, Pickering; Dennis Reeves and Joshua Brick, Neel-Schaffer; Tyler Noland and Robert Teem, Arcadis; Check Starling, Kimley-Horn; Joey Bullock, BXS Insurance, and Carl Daily, Moss Point Resident.

2. Devotion

Mr. Page presented the invocation.

3. Pledge of Allegiance

Director Mallette 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 asked if there were any public to recognize. There were none.

6. Consent Agenda

A. Consider – Add 20 MobiControl License to SOTI Service Agreement, **Exhibit “A”**

B. Consider – M800 Wireless Alarm System - Mission Communications Service Package Annual Renewal, **Exhibit “B”**

C. Consider – Warehouse Receiving – Dex Imaging Managed Print Rental Agreement, **Exhibit “C”**

D. Consider – 2021 Holiday Declaration Request, **Exhibit “D”**

E. Information Only – City of Moss Point – JCUA POTW 6C/ETP Excessive Wastewater Demands, **Exhibit “E”**

Director Murphy made a motion to Approve Items 6.A. – 6.E. 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. Expenditures, **Exhibit “F”**

Director Munro asked if there were any questions or comments regarding the Expenditures. Mr. Page requested the Wright Flood Insurance Renewal for the Administration and IT Office Buildings be pulled. Director Eldridge asked for clarification regarding the Retail gas pump repair. Mr. Glisson explained that the handle for the primary gas pump was broken and had to be repaired. Director Eldridge made a motion to Approve the Expenditures as presented with the Wright Flood Insurance Renewals pulled. 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. SRF Projects

1. Tucker Road Regional PS 6 Relocation

a. Consider – Kimley Horn – Design Phase Invoice No. 18193680, **Exhibit “G”**

Mr. Page presented this item. Engineering staff reviewed the invoices for design phase services and recommends approval for processing and payment. Director Elly made a motion to Approve payment of Kimley-Horn Invoice No. 18193680 as presented. Director Murphy 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. Jordan Road Sewer – Phase 2

a. Consider – Pay Application No. 8, **Exhibit “H”**

Mr. Page presented this item. Engineering staff have reviewed the request, along with the consultant and recommend payment in its entirety. Director Murphy made a motion to Approve payment of Miller Enterprises Pay Application No. 8 as presented. Director Mallette seconded the motion. The construction contract time was discussed along with the potential liquidated damages results from the project overrun. 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 – Neel-Schaffer - Construction Inspection Invoice No. 1069443, **Exhibit “I”**

Mr. Page presented this item. Engineering staff have reviewed the attached invoice for construction phase services and recommends payment. Director Eldridge made a motion to Approve payment of Neel-Schaffer Invoice No. 1069443 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.

3. WJC POTW Green Infrastructure Project

- a. Consider – Neel-Schaffer - Design Phase Services Invoice No. 1068721 and 1069446, **Exhibit “J”**

Mr. Page presented this item. Engineering staff has reviewed the attached invoice for facility planning services and recommends payment. Director Moore made a motion to Approve payment of Neel-Schaffer Invoice No. 1068721 and 1069446 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.

8. Administrative Items

- A. Information Only – Insurance RFP Submission Results, **Exhibit “K”**

Mr. Page presented this item. Staff will evaluate the proposal for completeness and accuracy by committee before providing a recommendation for the March 8, 2021 Board Meeting. This was for information only, no action was required.

- B. Consider – Emerald Lakes Phase 3 – Infrastructure Donation Request, **Exhibit “L”**

Mr. Page presented this item. Engineering staff has reviewed the utilities donation request and recommends approval of the Donation request. Director Murphy made a motion to Approve the Infrastructure Donation as presented. Director Mallette seconded the motion. Director Munro asked if there were any questions or comments. Director Munro asked how many connections this would include. Mr. Glisson stated approximately 35. 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 for Public Assistance Relating to Hurricane Zeta, **Exhibit “M”**

Mr. Page presented this item. Staff is requesting authorization to begin the application process to file a request for a FEMA Public Assistance Grant following the Federal Declaration of damages caused by Hurricane Zeta. Director Murphy made a motion to Authorize staff to begin the application process as requested. 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.

- D. Consider – MEMA B.R.I.C. Application, **Exhibit “N”**

Mr. Page presented this item. Staff request Chris Row, JCUA Project Coordinator, and Morgan Pitts, JCUA Compliance Officer, be approved as JCUA Authorized Agent for MEMA B.R.I.C. application processors. Mr. Row will serve as primary POC for all JCUA grant applications moving forward. Director Mallette made a motion to Approve staff’s request 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.

- E. Consider – Operations – Request to Purchase Hydro Tank Trailer. **Exhibit “O”**

Mr. Page presented this item and deferred to Mr. Groue for questions. Mr. Groue requested approval to move forward with the purchasing process for the Hydro Tank Trailer with a NTE amount of \$61,000.00. This item was approved in the 2021 Budget in the amount of \$65,000.00. Staff also request approval to move the remaining balance of \$4,000.00 to help

cover the new Wastewater Vehicle. Director Murphy made a motion to Approve staff's request(s) 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.

F. Consider – Compliance – Request to Purchase New Vehicle – Budgeted Item, **Exhibit “P”**

Mr. Page presented this item. Staff request approval to move forward with the purchasing process of a new vehicle for the Compliance Department with a NTE amount of \$34,000.00, as approved in the 2021 Budget. Director Smith made a motion to Approve the request 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.

G. Consider – Wastewater – Request Purchase New Vehicle – Budgeted Item, **Exhibit “Q”**

Mr. Page presented this item. Staff request approval to move forward with the purchasing process of a new vehicle for the Wastewater Operations Department with a NTE amount of \$38,000.00. The purchase amount of \$34,000.00 was approved in the 2021 Budget but, staff has requested to move an additional \$4,000.00 remaining after the purchase of the Hydro Tank Trailer (approved in Item 8.E.), which would cover the additional cost of the new vehicle. Director Murphy made a motion to Approve the request as presented. Director Moore seconded the motion. Board discussed that if the vehicle could be diesel, that would be their preference, as long as cost constraints could be met. 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.

H. Groveland PS 8 Rehab

1. Consider – Kimley Horn – Design Phase Services Invoice No. 17861719, **Exhibit “R”**

Mr. Page presented this item. Engineering staff have reviewed the invoice for design phase services and recommends payment. Final plan review has been completed. Director Elly made a motion to Approve payment of Kimley-Horn Invoice No. 17861719 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.

I. Information Only – MSDH Water Systems Inspection Results, **Exhibit “S”**

Mr. Page presented the MSDH Water Systems Inspection results for the East, West and Helena Park Water systems. Staff is proud to see their efforts reflected through these positive results. One major improvement being the Helena Park Water System rating increasing from a 0.3 to a 4.7 rating during the time that JCUA has worked to begin operations of this system, giving the residents in this area much improved water quality, water supply and reliable service. This was for information only, no action was required.

9. Board Attorney Items

A. Consider – Authorize Payment to Jackson County for Easement

Mr. Heidelberg presented this item, requesting Board Authorize payment of Easements from Jackson County Mississippi adjacent to the WJC Treatment Facility necessary for the Jordan

Road PH 1 Force Main Installation. Director Eldridge made a motion to Authorize payment 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. Attorney Items

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

10. Director Items

- Eldridge – Requested an update regarding the connection letters that were sent out. Mr. Glisson stated there have been 11 responses (roughly 25% of the letters) and staff is in the process of contacting them.
- Eldridge – Requested clarification regarding older homes possibly being grandfathered and not having to connect. Mr. Heidelberg responded, stating that this was not true.
- Moore – Asked when JCPA transfer will be ready to transfer to JCUA. Mr. Heidelberg stated that due to resolving bond questions, perhaps next month.
- Eldridge – Requested update regarding smell complaint at PS located on Biddix-Evans Road near St. Andrews Park. Mr. Page stated this was due to the nature of the grinders sometimes sitting stagnant. There has not been a prior request for odor control in that area but it will be monitored.
- Eldridge – Requested update regarding Helena Park Water System generator. Mr. Glisson stated that the application has not been processed by the funding agency.
- Eldridge – Requested Agenda Format be changed to a Simpler Format. Mr. Page stated that he would work on revising the agenda format.

11. Executive Session (If Needed)

Director Munro asked if there was any need for Executive Session. There was not.

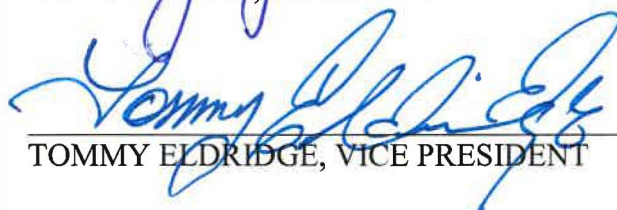
12. Adjourn

There being no further business to come before the Board, Director Elly 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 5:00 .P.M.

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



JERRY MUNRO, PRESIDENT



TOMMY ELDRIDGE, VICE PRESIDENT