



JACKSON COUNTY UTILITY AUTHORITY
Serving the People...Protecting the Environment

Directors

Thomas Eldridge ▪ Jackson County
Andrew J. Elly ▪ Moss Point
William Lanham ▪ Gautier
Frank Mallette ▪ Jackson County
Guy Moore ▪ Pascagoula
Jerry Munro ▪ Ocean Springs
Rickey Murphy ▪ Jackson County

Jackson County Utility Authority

Regular Meeting
Board of Directors

June 14, 2021

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., June 14, 2021, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Munro, President; Director Elly, Secretary / Treasurer; Director Moore, Vice Secretary / Treasurer, and Directors Mallette, Murphy and Lanham. Director Eldridge, Vice President attended via conference call. 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; Alex Dixon, Compliance Manager; James Heidelberg and April McDonald, Authority Counsel; Robert Teem, Arcadis; Jason Gault, Kimley-Horn; Paul Foley, EJES; Josh Brick, Neel-Schaffer; Greg Brown, Pickering; Curt Hebert, Legal Counsel Utility Services; Lee Purvis, Utility Services; Dennis Stieffel, Stieffel & Associates; Marshall Smith, Gautier Resident; David McKee, DRM Homes; Lauren Danielson; Clay Danielson; Lisa Rose; Tom Rose; Blake Brown, and Janet Wright, Jackson County Residents.

2. Devotion

Mr. Page presented the invocation.

3. Pledge of Allegiance

Director Murphy led the Pledge of Allegiance.

4. Oath of Office – William Lanham, Gautier Director

Ms. Tara Fulton administered the oath of office to Mr. William Lanham, Director for the City of Gautier.

5. Changes to Agenda, If Any

Mr. Page requested that Item 9.A be taken up prior to the Consent Agenda

6. Public Recognition

The Board recognized Moss Point's Mayor Elect, Mr. Billy Knight. Mr. Knight addressed the Board stating that the City of Moss Point is interested in being a partner and looks forward to working with JCUA for the people of Moss Point.

Board recognized Mr. Marshall Smith for his years of service as Director representing the City of Gautier.

Board recognized Jackson County Residents Lauren Danielson; Clay Danielson; Lisa Rose; Tom Rose; Blake Brown, and Janet Wright attending the meeting regarding Mary Mahoney Drive service request and Lee Purvis, Curt Hebert and Dennis Stieffel regarding the Utility Services well request.

7. Consider – Mary Mahoney Drive Service Request – Service Offerings (Tabled 05/24/21), **Exhibit “A”**

Mr. Page presented this item and deferred to Mr. Glisson for additional information. The Board then recognized the Jackson County and Mary Mahoney Drive residents, allowing them to address the board as well. Following questions, comments and discussion Director Elly made a motion to Table to next Board Meeting, 06/28/2021, pending additional information. 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.

8. Consent Agenda

A. Adopt –May 5, 2021 Special Call Meeting Minutes, **Exhibit “B”**

B. Adopt –May 10, 2021 Board Meeting Minutes, **Exhibit “C”**

C. Adopt –May 24, 2021 Board Meeting Minutes, **Exhibit “D”**

D. Consider – Janitorial Service – Amend Contract Regarding Operations & Maintenance Facilities, **Exhibit “E”**

E. Consider – Pest Control Services – Amend Contract Regarding Operations & Maintenance Facilities, **Exhibit “F”**

F. Consider – Safety Plus Annual Renewal – One (1) Year, **Exhibit “G”**

G. Consider – PDQ Inventory & Deploy Enterprise Annual Renewal – One (1) Year, **Exhibit “H”**

Director Murphy made a motion to Approve Items 8.A. – 8.G. 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.

9. Discussion Agenda

A. Expenditures, **Exhibit “I”**

Director Munro asked if there were any questions or comments regarding the Expenditures. Director Elly inquired about Donald Rickey Harrison and Steiner – Zero Turn Lawnmower. Director Moore had questions regarding Coast Chlorinator; DPC Enterprises; Hydra Services; Keith Huber Corporation; Sparklight and UMB Financial Credit Card charges. Director Eldridge requested clarification regarding the Lowes – Whirlpool Top Freezer purchase. Following questions, comments and discussion of these items, Director Elly 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. Consider – Utility Services Request for Consideration Relating to South 8th Street Well, **Exhibit “J”**

Mr. Page presented this item and deferred to Utility Services Legal Counsel, Curt Hebert. Mr. Hebert addressed the Board regarding Utility Services request for certification of a proposed new well installation located at South 8th Street and Barnacle Drive in the Gulf Park Estates area. Following questions, comments and discussion, Director Eldridge made a motion to Deny the request 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. Projects

1. Consider – Jordan Rd. Sewer Improvements – Phase 2 – Miller Enterprises Construction Pay Application No. 11, **Exhibit “K”**

Mr. Page presented this item and deferred to Mr. Josh Brick, Neel-Schaffer Engineer, for questions. JCUA Engineering reviewed Pay Application No. 11. Due to the exceedance of the contractual completion date, staff recommends withholding liquidated damages. Following questions, comments and discussion, Director Eldridge made a motion to Approve \$82,858.32, withholding \$32,330.62 for liquidated damages. 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.

2. Consider – Jordan Rd. Sewer Improvements – Phase 2 – NSI Construction Phase Invoice No. 1072041 & 1072042, **Exhibit “L”**

Mr. Page presented this item. JCUA Engineering have reviewed Invoice No. 1072041 & 1072042 for construction phase services and recommends payment. Director Murphy made a motion to Approve payment of Invoice No. 1072041 & 1072042 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.

3. Consider – Hwy. 63 O&M Facility Renovation – Stewart Construction Application No. 8, **Exhibit “M”**

Mr. Page presented this item. JCUA Engineering and architect have reviewed Pay Application No. 8, noting that the total quantity of this pay application includes payment for expending of allowances, interior signage, storefront lettering & logo, and window treatments, and recommend payment. Director Elly made a motion to Approve Pay Application No. 8 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.

4. Consider – Hwy. 63 O&M Facility Renovation – Stewart Construction Application No. 9 (Final Closeout Request), **Exhibit “N”**

Mr. Page presented this item. Pay Application is the final pay application with close out documentation, and is for accumulated retainage held during the course of the project to completion. JCUA Engineering and architect have reviewed Pay Application No. 9 and recommend payment. Director Elly made a motion to Approve Pay Application No. 9 (Final Closeout) 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.

5. Consider – Hwy. 63 O&M Facility Renovation – Allred Stolarski Construction Phase Invoice No. 202018-08, **Exhibit “O”**
Mr. Page presented this item. JCUA Engineering has reviewed Invoice No. 202018-08 for final construction and administration services and recommends payment. Director Murphy made a motion to Approve Invoice No. 202018-08 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.

6. Consider – West Regional Water System Improvements – Phase 2 – Pickering Design Phase Invoice No. 0089142, **Exhibit “P”**
Mr. Page presented this item. JCUA Engineering reviewed Invoice No. 0089142 for design phase services and recommends payment. Director Moore made a motion to Approve Invoice No. 0089142 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. Consider – Tucker Rd PS 6 Sewer Improvements – Kimley Horn Construction Phase Invoice No. 18754051, **Exhibit “Q”**
Mr. Page presented this item. JCUA Engineering reviewed Invoice No. 18754051 for design phase services and recommends payment. Director Murphy made a motion to Approve Invoice No. 18754051 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. Consider – Groveland PS 8 Rehab – Request to Reject Bids Received, **Exhibit “R”**
Mr. Page presented this item. Staff requests the Board reject the three (3) bids received on May 26, 2021, as the bid prices offered exceed the capital project funds budgeted in excess of 10%. Following questions, comments and discussion, Director Murphy made a motion to reject the bids received as requested. Director Moore 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. Consider – Groveland PS 8 Rehab – Request to Amend Budget & Re-Advertise, **Exhibit “S”**
Mr. Page presented this item. Following questions and discussion, Director Murphy made a motion to Approve request to Amend Budget and Re-Advertise as requested. Director Moore 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.

10. Administrative Items

- A. Consider – Request Second Payment for Services for MVA Repairs – Received from Insured’s Insurance Provider, **Exhibit “T”**
Mr. Page presented this item. USAA sent payment for repairs to JCUA Vehicle# 105 instead of

Professional Auto Collision. Staff requests approval to issue payment, for the amount received from USAA, to Professional Auto Collision to settle this invoice. Director Moore made a motion to Approve payment 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.

B. Consider – Netwrix Software License Subscription – Request to Add 50 Additional Licenses, Exhibit “U”

Mr. Page presented this item. Staff requests approval to add fifty (50) additional licenses to the Netwrix Software License Subscription for new and future employees, as well as various locations and sites. Following discussion, Director Eldridge made a motion to Approve request to add fifty (50) additional licenses as presented. Director Elly 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. Consider – Master Services Agreement with 360training.com for Industrial Skills-Mechanical Training, Exhibit “V”

Mr. Page presented this item. Staff requests approval of 360training for Industrial Skills Mechanical training. 360training offers workforce training and certification in the fundamentals of mechanical equipment maintenance. Director Moore made a motion to Approve a one (1) year service agreement with 360training, 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. Consider – Approval to Accept Sealed Bid Offer – (3) Three Case Tractor Frames, Exhibit “W”

Mr. Page presented this item. Staff advertised the sale of three (3) tractors, one (1) bid was received. Staff has reviewed the bid, all purchasing requirements were met and staff request approval to sale the tractors to JJ Merchant. Director Murphy made a motion to Approve request to sale the tractors as presented. Director Elly 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 – Laboratory – Request to Purchase Replacement BOD Dishwasher / Steam Scrubber, Exhibit “X”

Mr. Page presented this item. Laboratory’s current BOD Dishwasher/Steam Scrubber was installed when the Laboratory was designed, it is leaking, seals to the door have deteriorated due to wear/tear, and Maintenance Department has had to service the dishwasher several times. Laboratory requests approval to purchase a BOD Dishwasher/Steam Scrubber from Fisher Scientific to replace the current BOD Dishwasher / Steam Scrubber. Following questions, comments and discussion, Director Murphy made a motion to Approve request to purchase BOD Dishwasher as presented. Director Moore 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.

F. Consider –POTW-1C (WJC) Wastewater Operations – Request to Purchase Zero-Turn Lawnmower, **Exhibit “Y”**

Mr. Page presented this item. POTW-1C (WJC) requests approval to purchase a Zero-Turn Lawnmower to replace the current 2012 lawnmower. Mower is used to maintain grass around the buildings and other areas of the plant that is not maintained by tractors. Following questions, comments and discussion, Director Elly made a motion to Approve request to purchase a Zero-Turn Lawnmower as presented. Director Mallette 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.

G. Consider – POTW-1C (WJC) Wastewater Operations – Request to Purchase Ford Ranger from Estabrook Ford (Pascagoula) NTE \$34,500.00, **Exhibit “Z”**

Mr. Page presented this item. POTW-1C (WJC) requests approval to purchase a 2021 Ford Ranger Pick-up, replacing Vehicle# 442 2006 Ford Ranger. Vehicle purchase was approved as part of the 2021 Budget. Following questions and discussion, Director Murphy made a motion to Approve request to purchase a 2021 Ford Ranger Pick-up as presented. Director Eldridge 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.

11. Board Attorney Items

A. Board Attorney Update

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

B. Consider – Singing River Power Easement Request – Emerald Lakes S/D Area (Tabled 05/24/21), **Exhibit “AA”**

Mr. Heidelberg presented this item and deferred to Ms. McDonald and Mr. Glisson for additional information and questions. Following questions and discussion, Director Elly made a motion to Approve the Singing River Power Easement 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.

12. Director Items

- o Director Munro asked if there were any Directors items, there was none.

13. Executive Session (Requested)

At 6:13 P.M., Director Elly made a motion to go into Closed Session regarding Potential Litigation matters for possible Executive Session. Director Mallette 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 6:14 P.M., Director Elly made the motion to come out of Closed Session. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 6:14 P.M., Director Elly 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 Elly, Lanham, Mallette, Moore, Munro, and Murphy. Director Eldridge attended via conference call. Mr. Page, Ms. Gasaway, Mr. Glisson, Mr. Groue and Ms. Dixon. Mr. Heidelberg and Ms. McDonald.

At 6:58 P.M., Director Eldridge made a motion that the Board come out of Executive Session and resume Regular Session. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 6:58 P.M., the meeting was re-opened to the public and regular session resumed.

14. 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 6:59 .P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 12th day of July, 2021.



JERRY MUNRO, PRESIDENT



ANDREW J. ELLY, SECRETARY/TREASURER