



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

April 11, 2022

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:01 P.M., April 11, 2022, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Munro, President; Director Eldridge, Vice President; Director Elly, Secretary / Treasurer; Director Moore, Vice Secretary / Treasurer; Directors Lanham, Mallette and Murphy. It was determined there was a quorum.

Also present were: Chase Glisson, Director of Engineering; Linda V. Gasaway, Executive Assistant; Linda Green, Director of Finance; Johnny Groue, Director of Operations; James Heidelberg and April McDonald, Authority Counsel; Paul Foley, Fenstermaker; Doug Wimberly, Neel-Schaffer; Dennis Reeves, Overstreet; Charles Capdepon, Pickering and Brenda Morace, JCUA Customer.

2. Devotion

Director Munro 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. Mr. Glisson requested an Add-on for Item 7.A. – Expenditures – Electronic Draft.

5. Public Recognition

Director Munro asked if there were any Public to recognize. Ms. Brenda Morace requested to address the Board regarding letters that she had sent to some of the Board Members requesting a bill adjustment for past due payments for her residential rental property located at 5504 Center Street. Following her address, Director Munro stated that this item had been discussed at the March 28, 2022 board meeting and a motion was made and passed to deny the request as it was presented. Director Eldridge then stated that the Board decision was based on their conclusion that the property owner is ultimately responsible for payment of the bill. Ms. Morace then stated that she paid the bill to prevent service being disconnected and then received a bill for \$10.00 late fee. Director Munro stated that the \$10.00 late fee could be waived, Director Murphy made a motion to waive the \$10.00 late fee. 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.

6. Consent Agenda

A. Adopt – March 14, 2022 Board Meeting Minutes, **Exhibit “A”**

B. Adopt – March 28, 2022 Board Meeting Minutes, **Exhibit “B”**

Director Munro presented the Consent Agenda and asked there were any questions or comments. Director Moore asked legal if they had read 03/28/22 Item 8.J. and approved. Mr. Heidelberg stated that he had read this item and approved. Director Lanham made a motion to Approve the Consent Agenda 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.

7. Discussion Agenda

A. Expenditures, **Exhibit “C”**

Following questions and comments, 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.

B. Information Only – Water Quality Samples – EC Results (December 2021 – March 2022), **Exhibit “D”**

Director Munro presented this item. There were questions, comments and discussion regarding various sample sites. This was for information only, no action was required.

C. Information Only – JCUA POTW-1C (WJC) Noncompliance Notification – Effluent CBOD Concentration Monthly Average, **Exhibit “E”**

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

D. Projects

1. Consider – Gautier WWTP Clarifier No. 1 Rehab – Request to Issue Substantial Completion Certificate, **Exhibit “F”**

Mr. Glisson presented this item. Following question and comments, Director Elly made a motion to Approve Request to Issue Substantial Completion Certificate 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.

2. Consider – USDA Miscellaneous Connections and Retail Facility Improvements Project – Brown Mitchell Alexander Facility Planning Services Invoice No. 24367 and 24433, **Exhibit “G”**

Mr. Glisson presented this item and stated that Environmental report has been received. Director Mallette made a motion to Approve BMA Invoice No. 24367

and 24433 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. Consider – PMP & GAU POTW Repairs – Request to Complete Structural Evaluation, **Exhibit “H”**

Mr. Glisson presented this item. Following question and comments, Director Moore made a motion to Approve Request to Complete Structural Evaluation 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.

8. Administrative Items

A. Consider – Award of Janitorial Services Contract, **Exhibit “I”**

Mr. Glisson presented this item and stated that Staff recommends award of bid to Fred’s Janitorial as presented. Following questions, comments and discussion Director Eldridge made a motion to Approve Award of Janitorial Services Contract as presented. Director Elly seconded the motion. Director Munro asked if there were any other questions or comments. Director Moore requested verification of Certificate Authenticity for both Fred’s Janitorial and Pro-Source, L.L.C. Motion carried with a unanimous vote by the Board Members present.

B. Information Only – Retail Installations Status Report, **Exhibit “J”**

Mr. Glisson presented this item. There were questions, comments and discussion regarding the status of various retail connections. This was for information only, no action was required.

C. Consider – 605 Peach Street, Ocean Beach Estates Request for Reimbursement of Damages, **Exhibit “K”**

Mr. Glisson presented this item. Following questions, comments and discussion Director Eldridge made a motion to Refer Claim to Insurance Provider. 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.

D. Consider – Request to Solicit Quotes for a Revolving Line of Credit for Cash Flow for Projects, **Exhibit “L”**

Ms. Green presented this item. Following questions, comments and discussion, Director Murphy made a motion to Approve Request to Solicit Quotes for a Revolving Line of Credit for Cash Flow for Projects 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.

9. Board Attorney Items

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

10. Director Items

Director Munro asked if there were any Director items. Director Moore mentioned correspondence from Eric regarding a recent press release and stated that he would like to discuss the issue in more detail and asked if JCUA should consider a press release as well. Director Elly updated the Board regarding his recent meeting with Mayor Knight. Directors Lanham, Munro and Murphy thanked staff for the recent JCUA facilities tour. Director Eldridge requested an update regarding the Frederic Street Administration Offices Demolition. Director Moore requested a Committee be appointed to work with Staff regarding JCUA facility improvements and expansion. Directors Eldridge, Mallette and Murphy were the selected committee members. Director Munro appointed Director Eldridge as the Committee Head. Director Munro asked if there were any other Directors Items, there were none.

11. Executive Session (Requested to discuss Item 11.A.)

At 5:43 P.M., Director Elly made a motion to go into Closed Session regarding matters for possible Executive Session. Director Moore 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 5:44 P.M., Director Elly made the motion to come out of Closed Session. Director Moore seconded the motion. The motion carried with a unanimous vote by the Board Members present.

At 5:44 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 Eldridge, Elly, Lanham, Mallette, Moore, Munro and Murphy. Mr. Glisson, Ms. Gasaway, Mr. Groue, Mr. Heidelberg and Ms. McDonald.

At 6:03 P.M., Director Elly made a motion that the Board come out of Executive Session and resume Regular Session. Director Eldridge seconded the motion. The motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 6:03 P.M., the meeting was re-opened to the public and regular session resumed.

A. Pretreatment Unpaid Balances, **Exhibit "M"**

As requested, Item 11.A. was discussed in Executive Session. After coming out of Executive Session Director Moore made a motion to Table this item pending updated 2FS/2C Pretreatment Procedures and delay 2FS/2C Pretreatment Unpaid Balance disconnects until updated procedures are adopted. 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. Adjourn

There being no further business to come before the Board, Director Elly made the motion to adjourn. Director Moore seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 6:04 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 9th day of May, 2022.



JERRY MUNRO, PRESIDENT



ANDREW J. ELLY, SECRETARY/TREASURER