



JACKSON COUNTY UTILITY AUTHORITY

Serving the People...Protecting the Environment

Directors

Kevin Coggin • Jackson County
Thomas Eldridge • Jackson County
Andrew J. Elly • Moss Point
Kevin Miller • Jackson County
Michael R. Murphy • Pascagoula
Jerry Munro • Ocean Springs
Marshall Smith • Gautier

Jackson County Utility Authority

Regular Meeting
Board of Directors
November 19, 2018

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., November 19, 2018, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Tommy Eldridge, President; Jerry Munro, Vice President, and Director Kevin Coggin, Michael Murphy and Marshall Smith. Directors Miller and Elly were unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Johnny Groue, Deputy Director; Scott McElroy, Finance/Admin Director; Linda Gasaway, Lead Administrative Assistant; Edna Lott, Accounting Principal; Tara Sistrunk, HR/ER Manager; Carrie Dennis, O & M Manager; Ryan Dunlap, Retail & Water Systems Superintendent; Darryl Sidaway, IT Manager; Derek Bullock, Project Coordinator; James Heidelberg, Authority Counsel; Greg Brown, Pickering; Chris Marr, Arcadis; Joshua Brick, Neel-Schaffer; Chuck Starling, Kimley-Horn; Ethan Horn, Michael Baker; Angela Jones, AT&T, and Senator Mike Seymour.

2. Devotion

Tommy Fairfield, Executive Director, presented the invocation.

3. Pledge of Allegiance

Director Smith led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the agenda. There were none.

5. Public Recognition

Director Eldridge asked if there were any public to be recognized. Director Eldridge recognized Senator Mike Seymour.

6. Consent Agenda

A. Adopt Minutes for October 22, 2018, **Exhibit "A"**

B. Approve Holiday Proclamation Extension to JCUA, **Exhibit "B"**

C. Approve Uniform Contract, **Exhibit "C"**

D. Approve Cellular and Data Service Contract, **Exhibit "D"**

- E. Approve Generator Service Contract Modification (Added Equipment), **Exhibit “E”**
- F. Approve Audit Contract Proposal, **Exhibit “F”**
- G. Approve Non-Compliance Notification to Ocean Springs, **Exhibit “G”**
- H. Approve Non-Compliance Notification to WJCUD, **Exhibit “H”**
- I. Approve Purchase Order for Software Upgrades (Upon Receipt of MDOT Reimbursement Funds for Black Creek Project.), **Exhibit “I”**
- J. Approve Polymer Contract for 1 Year with Polydyne, **Exhibit “J”**
- K. Approve Out of State Travel – Project Manager and Project Coordinator to Work With EPA/HRSD/MS Delegation Staff to Coordinate WRF Design and Next Phase Funding Added to US Army Work Plan.

Director Coggin made a motion to Approve Items 6.A. – 6.H., 6.J. and 6.K. as presented with Item 6.I. held for discussion. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

Director Coggin asked for an explanation of the cost, are we buying the software or is this cloud based. Mr. Fairfield, Executive Director, and Carrie Dennis, O & M Manager, explained the cost, JCUA is purchasing the software, and following the first year will have a yearly license fee that is based on the number of users; based on current number of users the annual license fee will be \$800.00. Director Coggin made a motion to Approve purchase amount of \$72,704.00, as presented. Director Munro seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

7. Discussion Agenda

A. Expenditures, **Exhibit “K”**

Director Coggin made a motion to Approve Expenditures, dated 11/13/2018, as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments. Directors Munro, Eldridge, and Coggin had inquiries regarding the Air Masters – HVAC replacement at the PMP facility; CIFRA – floor replacement in the Retail doublewide trailer and the new restroom at the WJC Trailer; Gator Boring & Trenching payments; Office Depot purchase of a chair, and MWPCOA Renewals. Mr. Fairfield and Ms. Lott address these inquiries. Director Eldridge asked if there were any additional questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

Director Coggin made a motion to Approve Expenditures, dated 11/19/2018, as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

B. SRF Action

1. Approve – Staff has been advised by DEQ that JCUA should act on award of our contract and Notice to Proceed with Hemphill. After that reporting, DEQ will act on our request for additional funding.

Mr. Fairfield presented and explained the request. Joshua Brick, Neel-Schaffer, stated that Eric Page has received a verbal confirmation that MSDEQ will approve additional funding. Director Munro made a motion to Authorize Executive Director to Sign the Contract and request additional funding from MSDEQ as presented. Director Coggin seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Eldridge asked if there were any other SRF Project Action Items. There were none.

C. Bond Project Action

1. Approve - Requisition No. 55 for \$641,010.51, **Exhibit “L”**

Mr. Fairfield presented the items requisitioned, final change order and closeout package for Graham Construction for approval. Director Coggin made a motion to Approve Requisition No. 55 as presented. Director Smith seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Eldridge asked if there were any other Bond Project Action Items. There were none.

D. MDOT Projects

1. Approve - Black Creek Crossing Payment Requests Totaling \$41,575.00, **Exhibit “M”**

Director Smith made a motion to Approve payment request as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Eldridge asked if there were any other MDOT Project Action Items. There were none.

E. Human Resources

1. Approve Wage Action Per Exhibit, **Exhibit "N"**

Exhibit was handed out and Mr. Fairfield presented this item. Following presentation and discussion, Director Munro made a motion to Approve Wage Action as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. The motion carried with a unanimous vote by the Board Members present.

2. Other, If Any

Director Eldridge asked if there were any other Human Resource Items. There were none.

8. Board Attorney

A. Report

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

B. Other, If Any

Director Eldridge asked if there were any other Attorney Items. There were none.

9. Director Items

A. If Any

Director Eldridge asked if there were any other Director Items. There was none.

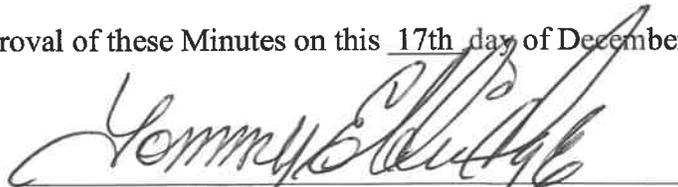
10. Executive Session, If Required

It was determined that there was no need for Executive Session.

11. Adjourn

There being no further business to come before the Board, Director Munro made the motion to adjourn. Director Murphy seconded the motion. The motion carried with a unanimous vote by the Board Members present. The meeting was adjourned at 4:46 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 17th day of December, 2018.



TOMMY ELDRIDGE, PRESIDENT



KEVIN MILLER, SECRETARY-TREASURER