



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 12, 2023

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., June 12, 2023, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Eldridge, President; Director Murphy, Vice President; Director Elly, Secretary / Treasurer; and Directors Lanham and Munro. Director Moore, Vice Secretary / Treasurer attended via phone. Director Mallette was unable to attend. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Linda V. Gasaway, Executive Assistant; Chase Glisson, Deputy Director; Linda Green, Director of Finance; Tara Fulton, HR Manager; Myra Cunningham, Legal Counsel; Robert Teem, Arcadis; Brock Jones and Ben Shipley, Kimley-Horn; Greg Brown, Pickering; Curtis Crane, Jackson County Resident; Ken Pittsley and Donald Page, Still Waters Baptist Church.

2. Devotion

Mr. Page presented the Devotion.

3. Pledge of Allegiance

Director Munro 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

A. Curtis Crane – Goff Road Minor Subdivision – Waiver Request [05/22/23 – Agenda Item 8.B.] (Pages 4 – 11), Exhibit “A”

The Board recognized Mr. Curtis Crane. Mr. Crane addressed the Board regarding his request for waiver to use alternative on-site wastewater disposal systems for four (4) lots, one that he will be giving to his son. Following various questions and comments, Director Eldridge advised Mr. Crane that the Board will discuss his request further and Staff will contact him regarding their decision. Following discussion Director Lanham made a motion to Approve the Waiver Request as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

B. Ken Pittsley – Still Waters Baptist Church – Connection Fee Waiver Request (Pages 12 – 13), Exhibit “B”

The Board recognized Mr. Ken Pittsley, Still Waters Baptist Church. Mr. Pittsley addressed the Board regarding his request for Connection Fee Waiver. Following various questions and comments, Director Eldridge advised Mr. Pittsley that the Board will discuss his request further

and Staff will contact him regarding their decision. Following discussion Director Lanham made a motion to Table this item pending Legal advice. Director Munro seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

C. Public Recognition

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

6. Consent Agenda

A. Adopt – May 22, 2023 Minutes (Pages 14 - 17), Exhibit “C”

Director Lanham requested this item be moved to Discussion Agenda. Director Munro made a motion to move Item 2.A. – May 22, 2023 Minutes to Discussion Agenda. 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.

Director Lanham requested that Item 8.B. – Goff Road Minor Subdivision be corrected to reflect that he voted Nay. Director Murphy made a motion to Approve Item 2.A. as presented with the requested correction of Item 8.B. Director Munro seconded the motion. Director Eldridge 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 (Pages 18 – 24), Exhibit “D”

Director Eldridge presented this item and asked if there were any questions or comments. Director Murphy made a motion to Approve this item as presented. Director Munro 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.

B. Information Only – City of Moss Point and City of Pascagoula Notice of High Flow/Excessive Wastewater Demands (Pages 25 - 28), Exhibit “E”

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

C. Information Only – Water Quality Samples February 2023 – May 2023 (Page 29 - 30), Exhibit “F”

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

D. Projects

1. Consider – Tucker Road PS 6 Sewer Relocation – Hemphill Construction Change Order No. 6 (Pages 31 - 35), Exhibit “G”

Mr. Page presented this item. Director Munro made a motion to Approve this item 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. Consider – Tucker Road PS 6 Sewer Relocation – Hemphill Construction Pay Application No. 21 ([Pages 36 - 47](#)), **Exhibit “H”**
Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
3. Consider – Tucker Road PS 6 Sewer Relocation – Kimley Horn Construction Phase Services Task Amendment No. 2 ([Pages 48 - 50](#)), **Exhibit “I”**
Mr. Page presented this item. Director Elly made a motion to Approve this items as presented. Director Munro 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.
4. Consider – JCUA FY 2023 Odor Study – Kimley Horn Design Phase Invoice No. 1427820004-0423 ([Pages 51 - 53](#)), **Exhibit “J”**
Mr. Page presented this item, stated that a Draft report was received and following review, should be available for presentation at the 06/26/23 Board Meeting. Director Murphy made a motion to Approve this item as presented. Director Munro 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.
5. Consider –WJC POTW-1C (WJC) Process Improvements – Neel Schaffer Facility Planning Phase Invoice No. 1087540 ([Pages 54 - 55](#)), **Exhibit “K”**
Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
6. Consider –WJC POTW-1C (WJC) Process Improvements – Neel Schaffer Professional Services Task Order No. 4 – Archeological Survey ([Pages 56 - 61](#)), **Exhibit “L”**
Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
7. Consider –WJC POTW-1C (WJC) Process Improvements – Neel Schaffer Professional Services Task Order No. 5 – Wetland Delineation and Biological Assessment ([Pages 62 - 72](#)), **Exhibit “M”**
Mr. Page presented this item. Following various questions, comments and discussion, Director Murphy made a motion to Approve this item as presented. Director Munro seconded the motion. Director Eldridge asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
8. Consider – West Regional Water System Improvements – Phase 2 – T. L. Wallace Construction Change Order No. 3 ([Pages 73 - 80](#)), **Exhibit “N”**
Mr. Page presented this item and deferred to Mr. Greg Brown, Pickering, for additional information regarding the proposed change order resulting in a decrease to the contract and

an additional 30 consecutive calendar days. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Lanham seconded the motion. Director Eldridge 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 – Managed Print Agreement with DEX – Add Printer for Gautier Elevated Building and Lab for Collections (Pages 81 - 83), **Exhibit “O”**

Mr. Page presented this item. Director Murphy made a motion to Approve this item as presented. Director Munro 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.

- B. Consider – Janitorial Services – Add Finance / Accounting Building (Pages 84 - 85), **Exhibit “P”**

Mr. Page presented this item. Director Murphy made a motion to Approve this item as presented. Director Munro 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.

- C. Consider – C Spire – Add eFax Service for HR (Pages 86 - 87), **Exhibit “Q”**

Mr. Page presented this item. Director Munro made a motion to Approve this item 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.

- D. Consider – FortiGate – Annual Renewal (Pages 88 - 90), **Exhibit “R”**

Mr. Page presented this item. Director Murphy made a motion to Approve this item as presented. Director Munro 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.

- E. Consider – Win-911 – Annual Renewal (Pages 91 - 92), **Exhibit “S”**

Mr. Page presented this item. Following questions and comments, Director Lanham made a motion to Approve this item as presented. Director Murphy seconded the motion. Director Eldridge 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 – Mission Communications – Service Package Renewal (Pages 93 - 100), **Exhibit “T”**

Mr. Page presented this item. Director Murphy made a motion to Approve this item as presented. Director Munro 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.

- G. Consider – Sale of Semi-Trailer (Pages 101), **Exhibit “U”**

Mr. Page presented this item. Director Murphy made a motion to Approve this item as presented. Director Munro 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.

At 4:58 P.M. Director Eldridge left the meeting and Director Murphy Chaired the meeting.

- H. Consider – Community Bank – On-Line Banking Authorization (**Pages 102**), **Exhibit “V”**
Mr. Page presented this item. Director Munro made a motion to Approve this item as presented. Director Elly seconded the motion. Director Murphy asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
- I. Consider – Trustmark Bank - Authorization to Cancel Positive Pay Service (**Pages 103**), **Exhibit “W”**
Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Moore seconded the motion. Director Murphy asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
- J. Information Only – 2022 Audit Management Reply from Audit Recommendations (**Pages 104 – 108**), **Exhibit “X”**
Mr. Page presented this item. Following various questions, comments and discussion, Board requested this item be changed to information only, no action required.
- K. Consider – FY 2021 and FY 2020 Quote for Supplemental Reports (**Pages 109 – 110**), **Exhibit “Y”**
Mr. Page presented this item, stating Staff recommends approval to authorize the supplemental schedules, not to exceed \$4,500.00 plus any out-of-pocket expenses. Director Munro made a motion to Approve this item as presented. Director Moore seconded the motion. Director Murphy asked if there were any questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
- L. Consider – June Disposal Request (**Pages 111 - 114**), **Exhibit “Z”**
Mr. Page presented this item. Following questions and comments, Director Elly made a motion to Approve this item as presented. Director Munro seconded the motion. Director Murphy asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
- M. Consider – MS RESTORE Grant Sub-Award Agreement Modification – Time Extension (**Pages 115 - 117**), **Exhibit “AA”**
Mr. Page presented this item. Following questions, comments and discussion, Director Munro made a motion to Approve this item as presented. Director Lanham seconded the motion. Director Murphy asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
- N. Consider – GOMESA Installs Reimbursement No. 3 (**Pages 118 - 126**), **Exhibit “AB”**
Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Moore seconded the motion. Director Murphy asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.
- O. Consider – Capacity Fee Reimbursement Request – 2513 Hardy Parker Road (**Pages 127 - 129**), **Exhibit “AC”**
Mr. Page presented this item. Following questions, comments and discussion, and based upon the legal advice provided by JCUA legal counsel, Director Lanham made a motion to Deny this

item as presented. Director Munro seconded the motion. Director Murphy asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

P. Consider – Capacity Fee Reimbursement Request – 19625 Robalo Way (Pages 130 - 132), **Exhibit “AD”**

Mr. Page presented this item. Following questions, comments and discussion, and based upon the legal advice provided by JCUA legal counsel, Director Munro made a motion to Deny this item as presented. Director Lanham seconded the motion. Director Murphy asked if there were any other questions or comments, there were none. Motion carried with a unanimous vote by the Board Members present.

Q. Information Only – General Install Schedule Status (Pages 133), **Exhibit “AE”**

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

R. Information Only – GOMESA Install Schedule Status (Pages 134 - 135), **Exhibit “AF”**

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

S. Information Only – Tyler Connect Conference 2023 Summary (Pages 136), **Exhibit “AG”**

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

T. Information Only – HR Hiring Report (Pages 137 - 138), **Exhibit “AH”**

Mr. Page presented this item. There were various questions, comments and discussion. This was for information only, no action required.

9. Board Attorney Items

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

10. Director Items

Director Murphy asked if there were any Director Items. There were none.

11. Executive Session (If Needed)

Director Murphy asked if there was a need for Executive Session. There was not.

12. Adjourn

There being no further business to come before the Board, Director Elly made Motion to adjourn. Director Munro seconded the motion. Motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 5:37 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 26th day of June, 2023.



RICKEY MURPHY, VICE PRESIDENT



ANDREW J. ELLY, SECRETARY/TREASURER