



JACKSON COUNTY UTILITY AUTHORITY

Serving the People...Protecting the Environment

Directors

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

Jackson County Utility Authority

Regular Meeting
Board of Directors
November 13, 2023

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors convened at 4:00 P.M., November 13, 2023, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Director Eldridge, President; Director Murphy, Vice President; Director Elly, Secretary / Treasurer; and Directors Compton, Lanham, Mallette and Munro. 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; James Heidelberg and Myra Cunningham, Legal Counsel; Pete McMaster, Arcadis; Doug Wimberly, Neel-Schaffer; Joey Bullock, Cadence Insurance; Charles Rivers and Joel Verdon, Lemon Mohler Insurance.

2. Devotion

Mr. Page presented the Devotion.

3. Pledge of Allegiance

Director Mallette led the Pledge of Allegiance.

4. Oath of Office – David Compton, Director Representing City of Pascagoula

Ms. Linda Green, Director of Finance, administered the oath of office to Mr. David Compton, City of Pascagoula Director.

5. Changes to Agenda, If Any

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

6. Public Recognition

Board recognized Mr. Charles Rivers and Joel Verdon, Lemon Mohler Insurance Agency; Joey Bullock, Cadence Insurance; Doug Wimberly, Neel-Schaffer and Pete McMaster, Arcadis.

7. Consent Agenda

A. Adopt – October 23, 2023 Minutes (Pages 3 – 6), Exhibit “A”

B. Consider – Office 365 – Annual Subscription Renewal (Pages 7 - 11) Exhibit “B”

C. Consider – Managed Print Services Renewal (Page 12) Exhibit “C”

D. Consider – FY 2024 Capital Outlay Purchase – POTW-6C (ETP) – Influent Pump Replacement (Pages 13 - 18) Exhibit “D”

- E. Consider – FY 2024 Capital Outlay Purchase – POTW-7C (PMP) – Influent Pump Replacement ([Pages 19 - 24](#)) **Exhibit “E”**
 - F. Consider – FY 2024 November Disposal Request ([Pages 25 - 28](#)) **Exhibit “F”**
 - G. Consider – Old Ft. Bayou Subdivision – Sewer Extension Infrastructure Donation Request ([Pages 29 - 32](#)) **Exhibit “G”**
 - H. Consider – Lawn Service Contract – Request to Award ([Page 33](#)) **Exhibit “H”**
 - I. Consider – Waste Management – Dumpster Agreement ([Pages 34 - 38](#)) **Exhibit “I”**
Director Eldridge presented the Consent Agenda. Director Munro made a motion to Approve Items 7.A. – 7.I. as presented. Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried with Six (6) Aye Votes for Item 7.A., Director Compton Abstained on voting on Item 7.A. and Seven (7) Aye Votes for Items 7.B. – 7.I. by the Board Members present.
8. Discussion Agenda
- A. Expenditures
 - 1. FY-2023 Expenditures ([Page 39](#)) **Exhibit “J”**
 - 2. FY-2024 Expenditures ([Pages 40 – 44](#)) **Exhibit “K”**
Director Eldridge presented this item. Following questions, comments and discussion, Director Murphy made a motion to Approve Items 8.A.1. and 8.A.2. as presented. Director Mallette 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. Information Only – Water Quality Samples July 2023 – October 2023 ([Pages 45 – 47](#)) **Exhibit “L”**
Mr. Page presented this item. This was for information only, no action required.
 - C. Projects
 - 1. Consider – Colonial Estates Sewer Collection System Installation – BMA Professional Services Invoice No. 25374 ([Pages 48 – 53](#)) **Exhibit “M”**
Mr. Page presented this item, stated Staff has reviewed and recommends approval for payment and deferred to Mr. Glisson for additional information. 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.
 - 2. Consider – Colonial Estates Sewer Collection System Installation – Request to Advertise for Construction ([Pages 54 – 57](#)) **Exhibit “N”**
Mr. Page presented this item and deferred to Mr. Glisson for additional information. Following questions, comments and discussion, Director Munro made a motion to

Approve this item as presented. Director Mallette 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 – JCUA POTW-2C (GTP) Clarifier No. 2 Rehab – Garver Task Order No. 5 – Construction Administration Support Request (Pages 58 – 63) **Exhibit “O”**

Mr. Page presented this item and deferred to Mr. Glisson for additional information. 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.

9. Administrative Items

- A. Consider – FY 2024 Capital Outlay Purchase – POTW-1C (WJC) – ATV Replacement (Pages 64 - 68) **Exhibit “P”**

Mr. Page presented this item and stated this is a budgeted item in the amount \$21,305.27. Following questions and comments, Director Mallette 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.

- B. Consider – FY 2024 Capital Outlay Purchase – POTW-2C (GTP) – Chlorine System Improvements (Pages 69 - 73) **Exhibit “Q”**

Mr. Page presented this item. Following questions and comments, Director Murphy 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.

- C. Consider – Insurance Risk Assessment Proposal (Pages 74 - 76) **Exhibit “R”**

Mr. Page presented this item, deferred to Mr. Glisson for additional information. Mr. Glisson recognized Mr. Charles Rivers and Joel Verdon with Lemon Mohler Insurance to address the Board. Following questions, comments and discussion, Director Munro made a motion to Approve this item as presented. Director Elly seconded the motion.

Mr. Joey Bullock, Cadence Insurance, addressed the Board to introduce himself to Current Board Members, stated he was available for any questions regarding Cadence Insurance services and appreciates the relationship they have with JCUA.

- D. Consider – Tobacco Free Workplace Policy Revision (Page 77) **Exhibit “S”**

Ms. Fulton presented this item. Director Elly 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 – Community Bank – DW2 Loan – Line of Credit Draw No. 3 (Pages 78 - 79) **Exhibit “T”**

Mr. Page presented this item and deferred to Ms. Green for additional information. Mr. Glisson provided additional information regarding MSDH payment delay. Following

questions, comments and discussion, Director Munro made a motion to Approve this item as presented. Director Mallette 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 – AGJ IT Agreement (Pages 80 - 96) Exhibit “U”

Mr. Page presented this item. Following questions, comments and discussion, Director Murphy 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.

G. Consider – 2023 Upcoming Holiday Season – Governor’s Proclamation (Pages 97 - 98) Exhibit “V”

Ms. Fulton presented this item and Mr. Page provided additional information. Following questions and comments, Director Mallette 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.

H. Consider – FY-2024 Board Meeting – Holiday Conflict Schedule Change – Christmas 12/25/23 (Page 99) Exhibit “W”

Mr. Page presented this item. Director Elly 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.

I. Consider - COE 219 Water Main Extension - Approval to Execute Permit (Pages 100 – 118) Exhibit “X”

Mr. Page presented this item and deferred to Mr. Glisson for additional information. 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.

10. Board Attorney Items

A. Consider – Water Stipulation - Unexecuted (Pages 119 - 127) Exhibit “Y”

Mr. Heidelberg presented this item. Following questions, comments and discussion, 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.

B. Attorney Items

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

11. Director Items

- Director Eldridge inquired about upcoming FY-2023 Audit
- Director Eldridge inquired about Metering Customers that are not currently being Metered
- Mr. Page requested a Compensation Committee Meeting this week

12. Executive Session (Requested to Discuss Potential Property Acquisition) (Pages 128 - 145) Exhibit "Z"

At 5:15 P.M., Director Elly made a motion to go into Closed Session regarding Potential Property Acquisition for possible Executive Session. Director Munro seconded the motion. 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 that there was a need to go in to Executive Session.

At 5:17 P.M., Director Elly made Motion to come out of Closed Session. Director Munro seconded the motion. Motion carried with a unanimous vote by the Board Members present.

At 5:17 P.M., Director Elly made a motion to go into Executive Session. Director Lanham seconded the motion. Motion carried with a unanimous vote by the Board Members present.

In attendance were: Directors Compton, Eldridge, Elly, Lanham, Mallette, Munro and Murphy; Mr. Page, Mr. Glisson, Ms. Green, Mr. Heidelberg and Ms. Cunningham.

At 5:56 P.M., Director Murphy made a motion that the Board come out of Executive Session and resume Regular Session. Director Elly seconded the motion. Motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 5:56 P.M., the meeting re-opened to public and regular session resumed.

13. Negotiate Possible Future Contract with City of Moss Point

Following discussion in Executive Session, Director Compton made a motion to enter into negotiations with City of Moss Point on a property purchase. Director Elly 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.

14. Adjourn

There being no further business to come before the Board, Director Murphy made Motion to adjourn. Director Elly seconded the motion. Motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 5:59 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 27th day of November, 2023.



RICKEY MURPHY, VICE PRESIDENT



ANDREW J. ELLY, SECRETARY/TREASURER