



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

(January 8, 2024 – Postponed)

January 11, 2024

MINUTES

1. Call to Order

The Regular meeting of the Board of Directors for Monday, January 8, 2024 was postponed due to severe weather conditions and rescheduled for Thursday, January 11, 2024 convened on at 10:00 A.M., 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, and Mallette. Director Munro attended via phone. It was determined there was a quorum.

Also present were: Eric Page, Executive Director; Linda V. Gasaway, Executive Assistant; Chase Glisson, Deputy Director; Tara Fulton, HR Manager; Carrie Dennis, Operations Manager; Alex Posey, Planning Manager; Lynette Hardin, Accounting Manager; James Heidelberg, Legal Counsel; Robert Teem, Arcadis; Doug Wimberly, Neel-Schaffer; Greg Brown, Pickering; Joey Bullock, Charlie McVea, Dane Zelenka and Sy Easterling, Cadence Insurance; Charles Rivers, Joel Verdon and Chris Woods, Lemon Mohler Insurance and Ennit Morris, Jackson County BOS.

2. Devotion

Mr. Page presented the Devotion.

3. Pledge of Allegiance

Director Murphy led the Pledge of Allegiance.

4. Changes to Agenda, If Any

Director Eldridge asked if there were any changes to the Agenda. Mr. Page requested the following changes: Add-On for Item 8.A. – Expenditures; Add-On Items Item 9.C.3. - Rebecca Trujillo – 1016 Brackish Place – Customer Bill Adjustment and Item 9.E. - 900 Cherry Street - Confirmation of Claim Settlement.

5. Public Recognition

Director Eldridge recognized Mr. Joey Bullock and his team with Cadence Insurance; Charles Rivers and his team with Lemon-Mohler Insurance and Supervisor Ennit Morris.

10:04 A.M. Director Munro called-in to Meeting.

6. Presentation – Cadence Insurance

Mr. Joey Bullock addressed the Board regarding points of Concern made by Lemon-Mohler at the 12/18/23 Board Meeting, and he and Mr. Charlie McVea presented Cadence's Risk Assessment, activities and some historical information relative to JCUA's insurance coverages. Mr. Charles Rivers, Lemon-Mohler, requested the opportunity to address the board in response to the Cadence Insurance Presentation. Director Eldridge indicated that they could speak briefly. The discussion was completed and afterwards, Director Eldridge then allowed Mr. Bullock and Mr. McVea to briefly respond, in particular, verifying that the Board understood that Lemon-Mohler was requesting that the Board terminate Cadence / Gallaher insurance as the Broker of Record.

7. Consent Agenda

A. Adopt – December 18, 2023 Minutes (Pages 3 – 6) **Exhibit “A”**

B. Information Only - Notice of Violations

1. JCUA POTW-6C (ETP) – Revised (Page 7) **Exhibit “B”**
2. JCUA POTW-7C (PMP) – Revised (Page 8) **Exhibit “C”**
3. JCUA POTW-2C (GTP) – Revised (Page 9) **Exhibit “D”**

C. Information Only – MSDH Confirmation of Consumer Notice for Lead/Copper

1. JCUA East PWS (Pages 10 – 11) **Exhibit “E”**
2. JCUA West PWS (Pages 12 – 13) **Exhibit “F”**
3. JCUA Helena Park PWS (Pages 14 – 15) **Exhibit “G”**

D. Information Only – Water / Wastewater Operations Quarterly Update (October – December) (Pages 16 – 21) **Exhibit “H”**

E. Information Only – Maintenance Department – Wholesale Pump Station No. 9 Rehab Update (Pages 22 - 23) **Exhibit “I”**

Director Eldridge presented the Consent Agenda Items. Director Lanham 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.

8. Discussion Agenda

A. Expenditures (w/Add-Ons) (Pages 24 – 33) **Exhibit “J”**

Director Eldridge presented this item. Following questions, comments and discussion Director Elly 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. Projects

1. Consider –JCUA POTW-1C (WJC) Process Improvements Phase I – SRF C280878-10 – Neel-Schaffer, Inc. – Professional Services Invoice No. 1093023 (Pages 34 – 35) **Exhibit “K”**

Mr. Page presented this item. Staff has reviewed and recommends approval for payment. Director Mallette made a motion to Approve this item as presented. Director Compton 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 –JCUA POTW-1C (WJC) Process Improvements Phase I – SRF C280878-10 – Neel-Schaffer, Inc. – Professional Services Invoice No. 1093027 (Pages 36 – 37) **Exhibit “L”**

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.

11:20 A.M. Director Compton stepped out of Board Meeting.

3. Consider –South Central Flow Routing to POTW-2C (GTP) – SRF C280878-09 – Kimley-Horn – Professional Services Invoice No. 26724160 (Pages 38 – 40) **Exhibit “M”**
Mr. Page presented this item. Staff has reviewed and recommends approval for payment. 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.
4. Consider – Colonial Estates Sewer Collection System Installation (Task Order No. 3) – BMA Engineering – Professional Services Invoice No. 25489 (Pages 41 – 44) **Exhibit “N”**
Mr. Page presented this item. Staff has reviewed and recommends approval for payment. Director Murphy made a motion to Approve this item as presented. Director Lanham 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.

11:24 A.M. Director Compton returned to Board Meeting.

5. Consider – Miscellaneous Construction Services Bid Contract (Task Order No. 4) – BMA Engineering – Professional Services Invoice No. 25490 (Pages 45 – 46) **Exhibit “O”**
Mr. Page presented this item. Staff has reviewed and recommends approval for payment. Following questions and comments, Director Murphy 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.
6. Consider – JCUA POTW-7C (PMP) Aeration Basin No. 3 Joint Repairs – Request to Reject Bid (Pages 47 – 54) **Exhibit “P”**
Mr. Page presented this item. Following questions and comments, Director Murphy made a motion to Approve Request o to Reject Bid 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.

9. Administrative Items

- A. Information Only – JCUA Retail – Sewer System Expansion Facility Plan Update (Pages 55 – 127) **Exhibit “Q”**
Mr. Page presented this item. This was for information only, no action required.
- B. Consider – Win-911 Annual Software Support – Request Upgrading Software Maintenance and Support (Pages 128 - 129) **Exhibit “R”**
Mr. Page presented this item. Following questions and comments, 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.
- C. Consider – Customer Bill Adjustments
 1. Jenna Williams – 13112 Southern Pine (Pages 130 - 134) **Exhibit “S”**
Mr. Page presented this item. Following questions and comments, Director Munro made a motion to Approve this item as presented. Director Elly 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. Priscilla Dexter – 12605 Ridgeland Road (Pages 135 - 138) **Exhibit “T”**

Mr. Page presented this item. Following questions and comments, Director Murphy 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. Rebecca Trujillo – 1016 Brackish Place (Add-On) (Pages 139 - 142) **Exhibit “U”**

Mr. Page presented this item. Following questions and comments, 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 Six (6) Yea votes and One (1) Nay votes. Director Lanham voted Nay.

D. Consider – Tyler Connect 2024 Conference – Request for Six (6) Employees to Attend (Pages 143 - 146) **Exhibit “V”**

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.

E. Information Only - 900 Cherry Street - Confirmation of Claim Settlement (Add-On) (Page 147) **Exhibit “W”**

Mr. Page presented this item. This was for information only and follow-up to 12/18/23 motion to file on insurance for payment of claim. No action required.

10. Board Attorney Items

A. Consider – Great River Operation Company, LLC (Great River) – Wastewater Service Agreement (Pages 148 – 155) **Exhibit “X”**

Mr. Heidelberg presented this item. Following questions and comments, Director Elly 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 asked if there were any Director Items. Director Elly inquired about the Financial Advisory Committee and future meetings. Director Eldridge stated that the County has appointed its representative and that the Jackson County Chancery Clerk would chair any Financial Advisory Committee meetings.

12. Executive Session (Requested – Insurance AOR)

At 12:01 P.M., Director Lanham made a motion to go into Closed Session regarding Insurance Agent of Record (AOR) Discussion with Staff for possible Executive Session. Director Elly 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 12:03 P.M., Director Elly made Motion to come out of Closed Session. Director Murphy seconded the motion. Motion carried with a unanimous vote by the Board Members present.

At 12:03 P.M., Director Elly made a motion to go into Executive Session. Director Murphy seconded the motion. Motion carried with a unanimous vote by the Board Members present.

In attendance were: Directors Compton, Eldridge, Elly, Lanham, Mallette and Murphy. Director Munro attended via phone. Mr. Page, Ms. Gasaway, Mr. Glisson, Ms. Posey, Ms. Hardin and Mr. Heidelberg. Director Elly requested that Supervisor Morris be allowed to attend.

12:06 P.M. Supervisor Morris left Executive Session.

At 12:32 P.M., Director Elly made a motion that the Board come out of Executive Session and resume Regular Session. Director Murphy seconded the motion. Motion carried with a unanimous vote by the Board Members present.

No business was undertaken in Executive Session.

At 12:32 P.M., the meeting re-opened to public and regular session resumed.

13. Insurance Agent of Record (AOR)

Following discussion in Executive Session, Director Compton made a motion to Remain with the Current Agent of Record (AOR). Director Murphy seconded the motion. Director Eldridge asked if there were any questions or comments, there were none. Motion carried Six (6) Yea Votes and One (1) Nay Vote. Director Eldridge voted Nay.

14. Insurance Broker Services – Advertise Request for Qualifications (RFQ)

Director Murphy made a motion to Advertise for a RFQ for Insurance Broker Services on or by 04/01/24. Director Compton 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.

15. Adjourn

There being no further business to come before the Board, Director Elly made Motion to adjourn. Director Murphy seconded the motion. Motion carried with a unanimous vote by the Board Members present. The meeting adjourned at 12:34 P.M.

WITNESS OUR SIGNATURES as approval of these Minutes on this 22nd day of January, 2024.


TOMMY ELDRIDGE, PRESIDENT


ANDREW J. ELLY, SECRETARY/TREASURER