

Jackson County Utility Authority

Regular Meeting
Board of Directors
February 10, 2009
1225 Jackson Avenue
Pascagoula, MS 39567

MINUTES

1. Call to Order

The regular scheduled meeting of the Board of Directors convened at 4:00 p.m., February 10, 2009, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Brad Bradford, President; Wayne Adams, Vice-President; Bob Stephens, Treasurer; and Directors, Jackie Elly, and Doug Shore. Mr. Maxwell was unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Christine Suthoff, Administration Manager; Shari Newman, Finance Manager; Alex Dixon, Authority Engineer; Ruby Blaze, Administrative Assistant; Jimmy Heidelberg, Authority Counsel; Sarah Colmer, Neel-Schaffer; William Parkes, Speaks & Associates; William Rackley, Alan Plummer & Associates; Greg Brown, MSEG; Pat Presley, Waggoner Engineering; Chris Gouras, Gouras and Associates, and Walt Denton, Denton Advertising.

2. Changes to Agenda

There were no changes to the Agenda.

3. Public Recognition

Mr. Bradford asked if there were any public to be recognized. There were none.

4. Consideration of Minutes from Previous Meetings

A. Minutes for Regular Meeting of January 13, 2009

Mr. Shore made the motion to approve the Minutes of January 13, 2009, as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

B. Minutes for Regular Meeting of January 27, 2009

Mr. Adams made the motion to approve the Minutes of January 27, 2009, as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

5. Expenditures

Mr. Elly made the motion to approve the Expenditures (attached Exhibit "A") as presented. Mr. Shore seconded the motion and the Expenditures were approved by the Board members present.

Mr. Stephens arrived at this time.

6. Old Business

A. None

7. New Business

A. Staff Items

1. Authority Business

a. Purchase Request (Lab)

Mr. Fairfield presented a request to proceed for Laboratory repair (attached Exhibit "B"). Mr. Adams made the motion to approve the Laboratory repairs as presented. Mr. Stephens seconded the motion and it was unanimously approved by the Board members present.

b. Managers' Reports

Ms. Suthoff introduced to the Board Ms. Miranda Lancon, the Administrative Coordinator. She also informed the Board of Danny Smith's retiring as of today. No Board action was needed.

c. Directors' Items

No Board action was needed.

2. Updated CDBG Project Status Report

a. Updated Project Status Report Attached

Attached (Exhibit "C"). No Board action was needed

b. Alan Plummer Remarks (S23, S25, S28, and S29)

Mr. Rackley updated the Board on the S23, S25, S28, and S29 projects. No Board action was taken.

c. Neel - Schaffer (S26, W20, W23)

Ms. Colmer updated the Board on the S26, W20, and W23 projects. No Board action was taken.

d. Speaks (S26E)

Ms. Speaks updated the Board on the S26E project. He requested Board approval of an application fee of \$750.00 to the Mississippi Export Railroad Co. for the project. Mr. Elly made the motion to approve the application fee of \$750.00 to Mississippi Export Railroad Co. Mr. Shore

seconded the motion and it was unanimously approved by the Board members present.

e. Gouras & Associates

Mr. Gouras requested an amendment (attached Exhibit "D") to the Alan Plummer contract for projects S23, S25, S28, and S29 not to exceed \$100,000.00, subject to approval from the Department of Environmental Quality. Mr. Adams made the motion to approve the amendment to the Alan Plummer contract for projects S23, S25, S28, and S29 not to exceed \$100,000.00, with the approval of the Department of Environmental Quality. Mr. Stephens seconded the motion and it was unanimously approved by the Board members present.

1. Request for Cash for JCUA-01/JCUA-02 Projects

Mr. Gouras presented to the Board the CDBG invoices request for cash #13 – S26E for \$80,000, S23 for \$152,929.70, and S25 for \$133,304.70; request for cash #11 – S26 for \$99,055.31 and S28 for \$5,321.04; request for cash #12 – S29 for \$6,618.40; and request for cash #11 - W23 for \$141,349.70 and W20 for \$114,441.73 (attached Exhibit "E") for approval by the Board. Mr. Shore made the motion to approve the Request for Cash as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board.

2. Just Compensation for Project S25

Mr. Fairfield request Just Compensation to Bradford O'Keefe Funeral Homes, Inc. for parcels #60126020.000, #60126020.020, and #60126020.050 in the amount of \$44,800.00; and to Mason Trendsetters, LLC for parcel #60123010.00 in the amount of \$21,500.00 (attached Exhibit "F"). Mr. Elly made the motion to approve the Just Compensation of \$44,800.00 to Bradford O'Keefe Funeral Homes, Inc. for the parcels #60126020.000, #60126020.020, and #60126020.050 and to approve the Just Compensation of \$21,500.00 to Mason Trendsetters, LLC for the parcel #60123010.00. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

f. Other CDBG Business

Mr. Fairfield requested from the Board the authority to transfer NEPA clearance of an inter fund loan in the amount of \$78,200.00. Mr. Stephens made the motion to authorize Mr. Fairfield an inter fund loan for NEPA clearance of \$78,200.00. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

3. Attorney Report

Mr. Heidelberg updated the Board on Attorney matters. No Board action was taken.

8. Other Business

Mr. Fairfield presented a letter to Mr. Manly Barton (attached Exhibit "F") for Board approval. No Board action was taken, but Mr. Elly requested copies be sent to all Jackson County Board of Supervisors.

9. Consideration of Next Meeting

Mr. Fairfield informed the Board that the next regular scheduled Board meeting is February 24, 2009. He noted that this is a legal holiday of the Authority and asked their consideration of schedule. Mr. Elly made the motion to reschedule the Board meeting for February 26, 2009, at 4:00 pm. Mr. Stephens seconded the motion and it was unanimously approved by the Board members present.

10. Executive Session, if so moved (Requested for discussion of personnel, potential litigation, and property matters.)


Mr. Bradford asked if there were a need for Executive Session. Mr. Fairfield stated that he had a personnel question for the Board's consideration. At this time, 5:30 p.m., Mr. Bradford recommended the Board go into Executive Session to discuss personnel issues. Mr. Elly made the motion for the Board to go into Executive Session to discuss personnel issues. Mr. Shore seconded the motion and it was unanimously approved by the Board. Present were Messrs. Bradford, Elly, Stephens, Shore, Adams, Heidelberg, and Fairfield. At 5:55 p.m., Mr. Adams made the motion to reconvene from Executive Session. Mr. Stephens seconded the motion and it was unanimously approved by the Board. No action was taken in Executive Session. Present were Messrs. Bradford, Elly, Stephens, Shore, Adams, Heidelberg, and Fairfield.

11. Adjourn

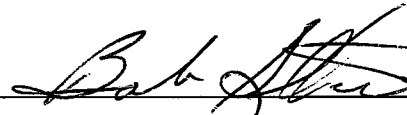
There being no further business to come before the Board, Mr. Stephens made the motion to adjourn. Mr. Elly seconded the motion and it was unanimously

approved by the Board members present. The meeting was adjourned at 6:00 p.m.

WITNESS OUR SIGNATURES as approval of these Minutes on this _____ day of _____, 2009.



L. PAUL BRADFORD, PRESIDENT



BOB STEPHENS, SECRETARY-TREASURER

Jackson County Utility Authority

Rescheduled Meeting
Board of Directors
February 26, 2009
1225 Jackson Avenue
Pascagoula, MS 39567

MINUTES

1. Call to Order

The rescheduled meeting of the Board of Directors convened at 4:00 p.m., February 26, 2009, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Brad Bradford, President; Wayne Adams, Vice-President; Robbie Maxwell, Vice-Secretary Treasurer; and Directors, Jackie Elly, Bob Stephens and Doug Shore. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Kevin Elliott, Project Manager; Christine Suthoff, Administration Manager; Shari Newman, Finance Manager; Alex Dixon, Authority Engineer; Ruby Blaze, Administrative Assistant; Jessica Dupont, Authority Counsel; Chris Gouras, Gouras & Associates; Bill Rackley, Alan Plummer; Sarah Colmer, Neel-Schaffer; William Parks, Speaks and Associates; Greg Brown, MSEG; and Daniel G. Smith, Jackson County Utility Authority.

2. Changes to Agenda

Mr. Bradford asked if there were any changes to the Agenda. There were none.

3. Public Recognition

Mr. Bradford called to recognition and presented a plaque to Mr. Daniel G. Smith of the Jackson County Utility Authority. Mr. Smith was officially retiring from the Authority with 24 years of service.

4. Expenditures

Mr. Shore made the motion to approve the Expenditures (attached Exhibit "A") with the revision of a \$405.00 check to West Jackson County Utility District as a treatment fee reimbursement. Mr. Adams seconded the motion and the Expenditures were unanimously approved by the Board.

5. Old Business

A. None

6. New Business

A. Staff Items

1. Authority Business

a. Consideration of PAC Utility Request

Mr. Fairfield presented a request from the owner of PAC Utility Co. Inc., Mr. Kelly Singleton, in regards to his selling PAC Utility (attached Exhibit "B"). Mr. Fairfield was directed to inquire of options for Mr. Singleton. No Board action was taken at this time.

b. Consideration of Draft Response to DEQ Fine

Mr. Fairfield presented a draft response letter to the Department of Environmental Quality fine (attached Exhibit "C"). Mr. Elly made the motion to approve the letter as presented. Mr. Maxwell seconded the motion and it was unanimously approved by the Board.

c. Directors' Items

There were not Directors' Items to discuss.

2. Updated CDBG Project Status Report

a. Alan Plummer Remarks (S23, S25, S28, and S29)

Mr. Rackley updated the Board on the above projects. There was no Board action.

b. Neel - Schaffer (S26, W20, W23)

Ms. Colmer updated the Board on the above projects. She also presented a formal request (attached Exhibit "D") for approval to use the sub-consultant Dripfield Design Services to complete the engineering services on the CDBG Project S26. Mr. Elly made the motion to approve the use of Dripfield Design Services as requested. Mr. Adams seconded the motion and it was unanimously approved by the Board.

c. Speaks (S26E)

Mr. Speaks updated the Board on the above project. There was no Board action.

d. Gouras

Mr. Gouras updated the Board on some items and stated there was nothing major to report.

e. Other CDBG Business – Request Board Approval for Advertisement for Bids on Project S26

Mr. Fairfield presented a request of Advertisement for Bids (attached Exhibit "E"). Mr. Shore made the motion to approve the request as presented. Mr. Maxwell seconded the motion and it was unanimously approved by the Board.

3. Attorney Report

Mr. Heidelberg updated the Board on Attorney matters. No Board action was needed at this time.

Mr. Bradford recognized Mr. Danford Whittington in the audience. Mr. Whittington discussed with the Board the appraisal of his property and his requests to do with the sale of his property. No Board action was needed at this time.

7. Other Business

There was no Other Business at this time.

8. Closed Session to present matters for consideration of Executive Session (Requested for discussion of potential litigation, property, and personnel matters.)

9. Executive Session, if so moved

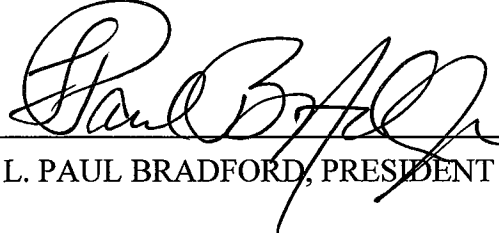
At this time, 5:05 p.m., Mr. Bradford recommended the Board go into Executive Session to discuss potential litigation issues. Mr. Adams made the motion for the Board to go into Executive Session to discuss potential litigation, property, and personnel matters. Mr. Elly seconded the motion and it was unanimously approved by the Board members present. Present were Messrs. Bradford, Elly, Maxwell, Stephens, Shore, Adams, Gouras, Heidelberg, and Fairfield. Also present was Ms Dupont. At 5:25 p.m., Mr. Shore made the motion to reconvene from Executive Session and bring forward that Council, CDBG Administrator and Executive Director are asked to report back with additional information on setting Just Compensation with land owner commissioned appraisals. Mr. Maxwell seconded the motion and the Board reconvened from Executive Session with Messrs. Bradford, Elly, Maxwell, Stephens, Shore, Adams, Gouras, Heidelberg, and Fairfield, also Ms Dupont present.

Mr. Maxwell made a motion to approve salary adjustments, and promotion of Mr. Timothy Thomas to Pascagoula/Moss Point Supervisor, as proposed by the Executive Director, (attached Exhibit "F") effective March 16, 2009. Mr. Stephens seconded the motion and it was unanimously approved by the Board.

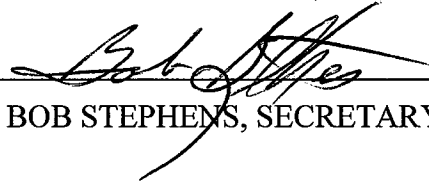
10. Adjourn

Mr. Stephens made the motion to adjourn at this time. Mr. Elly seconded the motion and the Board adjourned at 5:35 pm.

WITNESS OUR SIGNATURES as approval of these Minutes on this ____ day of _____, 2009.



L. PAUL BRADFORD, PRESIDENT



BOB STEPHENS, SECRETARY-TREASURER