

Jackson County Utility Authority
Regular Meeting
Board of Directors
October 25, 2011
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., October 25, 2011, at 1225 Jackson Avenue, Pascagoula, MS. Board members present were: Brad Bradford, President; Wayne Adams, Vice-President; Jackie Elly, Secretary-Treasurer; Doug Shore, Vice-Secretary-Treasurer; and Director; Randy Bosarge. Mr. Stephens and Mr. Blevins were unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Edna Lott, Accountant; Ruby Blaze, Administrative Assistant; Jimmy Heidelberg and Jessica Dupont, Authority Counsel; Sarah Colmer, Neel-Schaffer, Inc.; John Schell, Alan Plummer and Associates; Greg Brown, MSEG; and Frank Burandt, All South Engineers.

2. Changes to Agenda

3. Public Recognition

Mr. Bradford asked if there were any changes to the Agenda. Mr. Fairfield requested 4.B. total request changed to \$6,073.00, the addition of 4.H. FY-2012 Vehicle Purchase, and 5.G. Proposal on Schools to tie into Water and Wastewater.

4. Consent Agenda

A. Expenditures

(Attached Exhibit "A")

B. COE Vicksburg Project – Request for Payment

(Attached Exhibit "B")

C. Approve 2011 Update and Report of our Red Flag Rule (Tabled from 10-11-2011 Meeting)

(Attached Exhibit "C")

D. Approve Staff Recommendations for Polymer Contracts

(Attached Exhibit "D")

E. Approve Site Modifications to Comply with USDA Audit Findings

(Attached Exhibit "E")

F. Approve Purchase Order

(Attached Exhibit "F")

G. Approve Staff Recommendation for Elevated Storage Contract

(Attached Exhibit "G")

H. FY-2012 Vehicle Purchases

(Attached Exhibit "H") Pulled from Consent Agenda for discussion.

Mr. Elly made the motion to approve the Consent Agenda as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

Mr. Fairfield discussed the Item 4.H. FY-2012 Vehicle Purchases with the Board.

Mr. Bosarge made the motion to approve Item 4.H. FY-2012 Vehicle Purchases (Attached Exhibit "H") as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

5. Reports (Information) and Discussion (Action) Items

A. Update on Fee Waiver Request from Staff (Tabled from 10-11-2011 Meeting)

Ms. Dixon discussed the request from the City of Ocean Springs for a fee waiver of \$1,629.75. After some discussion, Mr. Elly made the motion to deny the request for the waiver to stay consistent with a prior request of the City of Pascagoula on low to mod. fee waiver. Mr. Bosarge seconded the motion and it was unanimously approved by the Board members present.

B. SEP (Supplemental Environmental Project) Consideration

Mr. Fairfield discussed the SEP Consideration (Attached Exhibit "T") with the Board. Mr. Bosarge made the motion to approve the request as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

C. Report on Odor Study Plan Efforts for PMP

Mr. Fairfield discussed the issue with the Board. No Board action was taken.

D. USDA/COE Big Hill Acres Project Action

Mr. Fairfield discussed the issue with the Board. No Board action was taken.

E. CDBG Project Reports and Change Orders

Mr. Elliot presented the CDBG Project Report (Attached Exhibit "J"). No Board action was taken. Mr. Bradford commended all the Project Engineers on the safety of the workers at the projects.

Mr. Elliott then presented the following Change Orders:

Contract Summary Change Order CDBG Project S-23 Phase I, Work Order S23-01-009 (Attached Exhibit "K") for Board approval. Mr. Adams made the motion to approve the Contract Summary Change Order CDBG Project S-23 Phase I, Work Order S23-01-009 as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

Contract Summary Change Order CDBG Project S-23 Phase II Work Order S23-01-010 (Attached Exhibit "L") for Board approval. Mr. Shore made the motion to

approve the Contract Summary Change Order CDBG Project S-23 Phase II, Work Order S23-01-010 as presented. Mr. Bosarge seconded the motion and it was unanimously approved by the Board members present.

Summary Change Order CDBG Project W20, Work Order 03 (Attached Exhibit "M") for Board approval. Mr. Bosarge made the motion to approve the Summary Change Order CDBG Project W20, Work Order 03 as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

Summary Change Order CDBG Project W20, Work Order 06 (Attached Exhibit "N") for Board approval. Mr. Bosarge made the motion to approve the Summary Change Order CDBG Project W20, Work Order 06 as presented. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

Summary Change Order CDBG Project W20, Work Order 10 (Attached Exhibit "O") for Board approval. Mr. Bosarge made the motion to approve the Summary Change Order CDBG Project W20, Work Order 10 as presented. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

Summary Change Order CDBG Project W23, Work Order 04 (Attached Exhibit "P") for Board approval. Mr. Bosarge made the motion to approve the Summary Change Order CDBG Project W23, Work Order 04 as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

F. Attorney Report

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

Ms. Dupont requested approval of the Red Flag Rule (Attached Exhibit "C") in the updated Personnel Manual. Mr. Elly made the motion to approve the addition of the Red Flag Rule to the Personnel Manual. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

Ms. Dupont then presented a Third Amendment to Contract and Agreement for Legal Services (Attached Exhibit "Q") for Board approval. Mr. Bosarge made the motion to approve the Third Amendment to Contract and Agreement for Legal Services as presented. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

G. Proposal on Schools to tie into Water and Wastewater

Mr. Fairfield requested permission to make an offer to the Vancleave North School to install a line to our manhole at a cost of approximately \$10,000.00. After some discussion, Mr. Bosarge made the motion to approve Mr. Fairfield's request. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

6. Other Business – Director Items

In Other Business, Mr. Fairfield presented a Budget Modification for JCUA-01 S26E to change the contract end date from 6/30/11 to 6/30/12 (Attached Exhibit “R”).

7. Executive Session, if so moved (Requested to Discuss Personnel)

At 5:00 p.m., Mr. Elly made a motion to go into Closed Session to discuss issues for possible Executive Session. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

The meeting closed to determine reasons for need of Executive Session. In Closed Session it was determined there was a need to go in to Executive Session to discuss Personnel matters, and that was announced to the public. Mr. Elly made the motion to come out of Closed Session. The motion was seconded by Mr. Bosarge and it was unanimously approved by the Board. At 5:02 p.m., Mr. Elly made the motion to go into Executive Session to discuss a personnel matter. The motion was seconded by Mr. Shore and it was unanimously approved by the Board members present.

At 5:10 p.m., Mr. Elly made the motion to come out of Executive Session. The motion was seconded by Mr. Adams and it was unanimously approved by the Board members present. No Board action was taken in Executive Session.

Regular session resumed at 5:15 p.m. and it was announced and opened to the public.

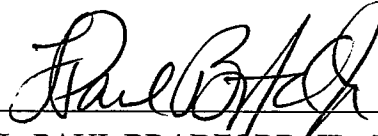
Mr. Fairfield reported to the Board of Directors that the present budget position and economic indicators lead to a 1.85% salary adjustment for all non-probationary employees as a “cost of living” salary adjustment” for FY-2012. Mr. Adams made a motion to authorize the Executive Director to execute a cost of living salary adjustment of 1.85%, in accordance with JCUA policy, affective the first full pay period in November 2011. The motion was seconded by Mr. Bosarge and it was unanimously approved by the Board members present.

Mr. Bradford announced the next Regular meeting will be held November 8, 2012, at 4:00 p.m. at our Frederic Street facility.

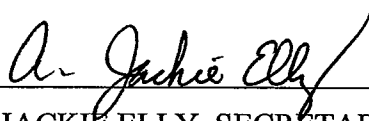
8. Adjourn

There being no further business to come before the Board, Mr. Elly made the motion to adjourn. Mr. Bosarge seconded the motion and it was unanimously approved by the Board members present. The meeting was adjourned at 5:25 p.m.

WITNESS OUR SIGNATURES as approval of these Minutes on this 8th day of November, 2011.



L. PAUL BRADFORD, JR., PRESIDENT



A. JACKIE ELLY, SECRETARY-TREASURER