

Jackson County Utility Authority
Regular Meeting
Board of Directors
September 13, 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., September 13, 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 Directors; Bob Stephens and Jim Blevins. Mr. Bosarge was unable to attend. It was determined there was a quorum.

Also present were: Tommy Fairfield, Executive Director; Edna Lott, Principal of Accounting; Ruby Blaze, Administrative Assistant; Jessica Dupont, Authority Counsel; Chris Gouras, Gouras and Associates; Frank Burandt, All South Consulting Engineers; and Sarah Colmer, Neel-Schaffer.

2. Changes to Agenda

Mr. Bradford asked if there were any changes to the Agenda. Mr. Fairfield presented a Requested Changes to the Agenda (attached Exhibit "A").

3. Public Recognition

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

4. Consent Agenda

A. Expenditures

Attached Exhibit "B"

B. Record – Workshop August 8, 2011

Attached Exhibit "C"

C. Minutes – Regular Meeting of August 9, 2011

D. Minutes – Regular Meeting of August 23, 2011

E. Authorization to Pay Flex Spending by Draft

Mr. Bradford requested the 4.E. be pulled from the Consent Agenda and addressed at 5.D.

F. Payment Request – COE Vicksburg (Section 592)
Attached Exhibit “D”

G. Request to Advertise for LERRD Services COE Vicksburg
Attached Exhibit “E”

Mr. Adams 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.

5. Discussion – Action Items

A. Project Action – PPA COE Mobile (Section 22)

Mr. Fairfield discussed the Section 22 Facility Plan with the Board and requested Board approval of an additional \$5,000.00, which would increase the work to be done. After some discussion, Mr. Elly made the motion to approve the additional \$5,000.00 as requested. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

B. Follow Up – Connection of Schools

Mr. Fairfield informed the Board of the status of the connection of Jackson County schools. No Board action was taken at this time.

C. Attorney Report

Ms. Dupont informed the Board of Attorney Issues. No Board action was taken at this time.

D. Request Authorization from the Board of Directors to set up ACH Payments for our Flexible Spending Account payment through our benefits and payroll account.

Mr. Fairfield requested authorization to set up ACH payments for the Flexible Spending Account. Mr. Shore made the motion to approve the set up ACH payments for the Flexible Spending Account as requested. Mr. Blevins seconded the motion and it was unanimously approved by the Board members present.

E. Request Approval of Budget Modification #25 for CDBG Projects to reflect recent project activities.

Mr. Gouras requested approval of Budget Modification #25 (attached Exhibit “F”) to reflect recent project activities. Mr. Blevins made the motion to approve Budget Modification #25 as requested. Mr. Adams seconded the motion and it was unanimously approved by the Board members present.

F. Request Approval of Requests for Cash for CDBG Projects as shown on summary.

Mr. Gouras then presented to the Board the CDBG invoices request for cash 41 – S26E for \$32,258.32; request for cash #58 - S23 for \$43,369.98 and #59 – S23 for \$93,192.02; request for cash #58 – S25 for \$848.24; request for cash #54 - S26 for \$166,931.41; request for cash #60 - W20 for \$50,125.09; and request for cash #54 - W23 for \$58,974.07 (attached Exhibit “G”) for approval by the Board. Mr. Blevins made the motion to approve the Request for Cash as presented. Mr. Stephens seconded the motion and it was unanimously approved by the Board members present.

- G. Request Authorization for inter-fund loan and payment to Heidelberg Trust Account to facilitate payment of CDBG Section 16 leases previously agreed to by the Board of Directors, Jackson County School Board, Jackson County Board of Supervisors, and approved by the Secretary of State.

Mr. Fairfield requested inter-fund loan and payment to the Heidelberg Trust Account for the payment of 16th Section Public School Trust Easements as requested by Mr. Daryl Dryden’s letter (attached Exhibit “H”). Mr. Adams made the motion to approve the inter-fund loan and payment to the Heidelberg Trust Account for the payment of 16th Section Public School Trust Easements as requested by Mr. Daryl Dryden’s letter. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

- H. Request Approval of Amendment 2 to our professional services contract with Neel-Schaffer to include the recognition of the American Recovery and Reinvestment Act compliance burden.

Mr. Fairfield requested approval of Amendment 2 to the professional serviced contract with Neel-Schaffer (attached Exhibit “I”) to include the recognition of the American Recovery and Reinvestment Act compliance burden. Mr. Blevins made the motion to approve the request as presented. Mr. Stephens seconded the motion and it was unanimously approved by the Board members present.

- I. FEMA/MEMA Summary Update

Mr. Fairfield updated the Board on the FEMA/MEMA project closeouts. No Board action was taken at this time.

- J. Additional Expenditures

Mr. Fairfield noted the additional expenditures. Mr. Shore made the motion to approve the additional expenditures. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

6. Other Business – Director Items

No Other Business or Director Items were discussed. No Board action was taken.

7. Executive Session, if So Moved (Requested – Potential Litigation)

At 4:55 p.m., Mr. Elly made a motion to go into closed session to discuss issues for possible Executive Session. Mr. Shore seconded the motion and it was unanimously approved by the Board members present.

The meeting closed to determine reasons for need of Executive Session. Mr. Elly made the motion to come out of Closed Meeting after hearing needs for Executive Session. The motion was seconded by Mr. Shore and it unanimously approved by the Board.

In closed session it was determined there was a need to go in to Executive session, and that was announced to the public.

At 4.56 p.m. the Board voted upon the motion of Mr. Elly and seconded by Mr. Shore to go into Executive Session to discuss and consult with Board Attorney, honorable Jessica Dupont about legal issues. The motion carried an affirmative vote of 6 to 0. Mr. Shore made the motion to come out of Executive Session. Mr. Elly seconded the motion and it was unanimously approved by the Board. The Executive Session ended at 5:00 p.m. No Board action was taken during Executive Session.

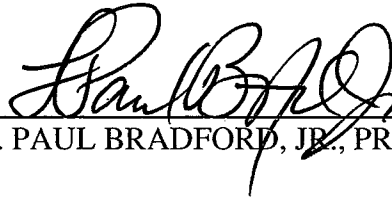
8. Sale of Real Property

Mr. Fairfield presented to the Board an offer from the Mississippi Dept. of Transportation (attached Exhibit "J") to purchase 0.56 acres of property north of the new laboratory for \$16,800.00. Mr. Shore made a motion to accept the offer from the Mississippi Dept. of Transportation and to carry out the sale. Mr. Elly seconded the motion and it was unanimously approved by the Board members present.

9. 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. The meeting was adjourned at 5:10 p.m.

WITNESS OUR SIGNATURES as approval of these Minutes on this 11th day of October, 2011.



L. PAUL BRADFORD, JR., PRESIDENT



A. JACKIE ELLY, SECRETARY-TREASURER