

**West Jackson County Utility District  
7312 Rose Farm Road  
Ocean Springs, Mississippi 39564  
March 15, 2018**

**Regular Meeting (Rescheduled)**

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**MINUTES**

**1.0 Call Meeting to Order:**

The West Jackson County Utility District (WJCUD) convened the rescheduled board meeting March 15, 2018 at the WJCUD general office building, 7312 Rose Farm Road, Ocean Springs, MS. The meeting was called to order by Mr. Mike Montgomery, Chairman of the Board at 3:15 P.M., and it was determined that a quorum was present. A notice was posted informing the public of the meeting time. The following individuals were present:

Mr. Mike Montgomery	Chairman, WJCUD
Mr. Curtis Spiers	Vice-Chairman, WJCUD
Mr. Joseph Bannister	Commissioner, WJCUD
Mr. Jeremy England	Commissioner, WJCUD
Mr. John Hannah	General Manager, WJCUD
Mr. Willie Smith	Operations Manager, WJCUD
Mrs. Lori Goforth	Office Manager, WJCUD
Ms. Tracy Reed	Accountant, WJCUD
Ms. Tasha Brown	Executive Assistant, WJCUD
Mr. Brian Bennett	District Inspector, WJCUD
Mr. James Douglass	Compton Engineering

Members of the Public:

Vincent Feranda  
Senator Mike Seymour  
Tom Stennis

**2.0 Pledge of Allegiance**

**3.0 Change to Meeting Agenda**

**4.0 Community Input**

Mr. Feranda left before the meeting started. Senator Seymour and Mr. Stennis spoke with the Board in Executive Session.

## **5.0 Consent Agenda**

- 5.1 Reading of Previous Minutes**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims 1 - 54 (415,869.92)**

Mr. Spiers made a motion, seconded by Mr. Bannister, approving the Consent Agenda. Motion passed unanimously.

## **6.0 Old Business**

### **6.1 Wastewater Facilities Plan, Phase 1**

Miller Enterprises has not made a lot of progress since the last meeting. They are still working in the alley way on Mallory and have put in 150' of pipe. They are trying to get the area dry enough to work in. Mr. Montgomery reported that 2 customers off Chaucer have reported better drainage in their bathtubs and are happy to see improvement.

Gulf Coast Underground is still needing to schedule their crews to get back into the project area and complete all needed work. CIPP work should be undertaken about a month or so after they return. Mr. Douglass is discussing schedules and needed work with them and both parties are in agreement that the Contractor has enough calendar time to finish the project on schedule.

### **6.2 Water Facilities Plan, Phase 3**

Graham Construction has been making tie-ins to the new mains and were able to take advantage of a scheduled water outage recently to complete some of them without affecting service to the customers in the area. They have the lines around Hanover Dr and Corban Pl tested and approved and service connections are being switched over. There is still a bore on Washington Ave that needs to be completed as well as the 12" bore on Old Fort Bayou Rd. The tie-in at Washington Ave and Cambridge Blvd remains undone. There has been a slight increase in the dip on Washington Ave. Mr. Douglass and DOT are regularly monitoring it. Mr. Douglass said it will take the next big rain before he should know for sure the extent of the problem. The General Manager stated that the sewer tie-in on the water project needs to be done as soon as possible.

### **6.3 Walker Road, Water Main Relocation**

The General Manager reported the work is essentially complete with the exception of tracer wire testing. Bacteria sample and pressure testing have passed. Grassing will be one of the last things that is done and we will be looking for Contractor close-out documents soon.

Mr. Spiers made a motion, seconded by Mr. Bannister, approving Hudson Contracting Pay Application 3 in the amount of \$100,223.86. Motion passed unanimously.  
(WJCUD funded - \$100,223.86)

## **7.0 New Business**

### **7.1 GPR Proposals**

Two proposals were received as follows:

Power-Tel Utility Products, Inc. (for Mala GeoScience USA, Inc.) \$13,345.00

Ditchwitch of Alabama \$18,483.00

Mr. Bannister made a motion, seconded by Mr. Spiers, accepting the lowest and best bid of \$13,345.00 from Power-Tel Utility Products, Inc. (for Mala GeoScience USA, Inc.) Motion passed unanimously.

## **8.0 Correspondence**

Included for the Board's review was the following:

- JBOS (2018 02 05) Resolution dissolving WJCUD and or consolidating it with JCUA. (motion failed 4-1)
- Josh Eldridge (2018 03 08) to John Hannah regarding ad-volrum tax collected and paid to WJCUD
- John Hannah (2018 02 28) to Robin Black (Utility Service Company, Inc.) regarding contract termination for elevated tank maintenance on Walker Rd and Waycross Rd
- Fletcher & Company, PLLC (2018 03 08) to WJCUD Board of Commissioners regarding FYE 9-30-17 audit
- MDOH (2018 02 28) to Water System Official regarding 100% Grant Funded Fluoridation Program
- 2013 Mississippi Code regarding open meetings and provisions for teleconference and video meetings

## 9.0 District Operations

### 9.1 Attorney Report

Updates were given on the following:

- House Bill No 1679 amending Local and Private Law's legislation to declare the Commissioners of West Jackson County Utility District serve at the will and pleasure of the Board of Supervisors.
- Ms. Hasbrouck expressed desire to attend MS. Rural Water attorney training on 3/28/18. Mr. Spiers made a motion, seconded by Mr. England, approving the travel/training request. Motion passed unanimously.

### 9.2 Manager Report

Updates were given on the following:

- February billing summary @\$680,816.95 (\$649,746 – last year)
  - a. Jan. billings were \$697,317.99 (\$664,626 – last year)
  - b. Dec. billings were \$700,324.42 (\$632,739 – last year)
  - c. Nov. billings were \$675,123.50 (\$670,392 – last year)
- February Water Production
  - 48.05 MG produced (Jan. 52.29 MG)
  - 42.73 MG metered + est flat = water sold (Jan. 44.73 MG)
  - 3.08 MG accounted for loss (flushing) - (Jan. 4.08 MG)
  - 2.24 MG unaccounted for loss (leaks, unauthorized taps)  
(Jan. 3.48 MG)
- Commercial meter testing results
  - a. Charges per each meter tested –totals \$2,900
  - b. Meters that Passed
    - i. Bridgewater, Highland Park, Lexington, Community Center @Latimer,
  - c. Meters that Failed
    - i. St Martin High School Softball (issues to be resolved)
    - ii. Oceanaire (being changed today)
    - iii. Country Inn & Suites (too wet to reach)
    - iv. Martinique (changed out)
    - v. Comfort Suites (changed out)
    - vi. Pelican Park (changed out)
    - vii. Super 8 (changed out)

- Office Building advertised for bids
  - a. Pre-Bid Meeting @ 10am on 04/05/2018
  - b. Bid Opening @ 2pm on 04/17/2018
- Wastewater Facilities Plan, Phase 2 – service to Mallette Dr Extension
  - a. Contractor mobilizing next week
- City of St. Martin (possible departments, employee #'s)
- FYE 09-30-17 – bound copy handed out

#### **10.0 Executive Session – If So Move**

Mr. Spiers made a motion, seconded by Mr. Bannister, to go into closed session to determine if the subject matter falls under the law as an executive session matter. Motion passed unanimously.

Mr. Spiers made a motion, seconded by Mr. Bannister, to stay in executive session having determined that executive session was warranted. Motion passed unanimously.

Mr. England made a motion, seconded by Mr. Spiers, to come out of executive session. Motion passed unanimously.

No action was taken in executive session.

#### **11.0 Other Business**

#### **12.0 Adjournment**

A motion was made by Mr. England, seconded by Mr. Bannister, to adjourn the meeting at 5:45pm, March 15, 2018. Motion passed unanimously.

  
Alan Wood  
SECRETARY/TREASURER, WJCUD