

**West Jackson County Utility District  
7312 Rose Farm Road  
Ocean Springs, Mississippi 39564  
May 22, 2018**

**Regular Meeting**

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**MINUTES**

**1.0 Call Meeting to Order:**

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting May 22, 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 9:00 A.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. Alan Wood	Secretary/Treasurer, WJCUD
Mr. Joe Bannister	Commissioner, WJCUD
Ms. Tanya Hasbrouck	Board Attorney, WJCUD
Mr. John Hannah	General Manager, WJCUD
Mr. Willie Smith	Operations Manager, WJCUD
Ms. Lori Goforth	Office Manager-HR, WJCUD
Ms. Tracy Reed	Accountant, WJCUD
Mr. Brian Bennett	District Inspector, WJCUD
Mr. James Douglass	Compton Engineering
Mr. Gerrod Kilpatrick	Machado Patano Engineering
Mr. Robyn Eastman	Machado Patano Engineering

Members of the Public:

Vincent Feranda  
Jimmy Lane  
William Tuttle

**2.0 Pledge of Allegiance**

**3.0 Change to Meeting Agenda**

None.

**4.0 Community Input**

Mr. Vincent Feranda stated when he came into the office to pick up the documents he had requested he refused to sign for them because his lawyer had told him not to sign anything. He came to the meeting today to ask for a time frame from us as to when we will be actually going through his property with the gravity sewer installation. Mr. Brian Bennett

stated he would meet with Mr. Feranda that afternoon and look at a possible alternate route to go through his property. Mr. Bennett took copies of the documents to Mr. Feranda.

Mr. Jimmy Lane appeared before the Board to address his frustration with how long the plan review and approval process takes and the resulting delays in starting construction. The General Manager stated he is sensitive to the time pressures developers' face and does not wish to cause them unnecessary delays. Failure of Developer engineers to adequately address WJCUD review comments is most often the reason for WJCUD approval being delayed. The Board assured Mr. Lane we support growth from new developments and that we will always try to process the plan reviews in a timely manner.

## **5.0 Consent Agenda**

- 5.1. Reading of Previous Minutes**
- 5.2. Financial Reports**
- 5.3. Purchase Requisitions**
- 5.4. Docket of Claims 1 - 43 (\$373,042.42)**

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

## **6.0 Old Business**

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

Miller Enterprises is moving forward and is installing gravity sewer around Ponce De Leon Dr. The force main installation has gotten to the lift station and they are ready to make the tie-in. An electric service request has been given to Singing River Electric. Mr. Douglass stated they have had continuing conversations with the Contractor over dust control. The area on Cambridge Blvd is heavily traveled and it has been nearly impossible to control the dust with water. Additionally there is an area on Morton Pl. facing similar issues. Compton is trying to convince the Contractor to go ahead and asphalt those areas to alleviate the problems.

Mr. Bannister made a motion, seconded by Mr. Wood, approving Miller Enterprises Pay Application 14 in the amount of \$296,784.06. Motion passed unanimously. (SRF Eligible - \$296,784.06)

Gulf Coast Underground has not been in town but is expected to return in late June or early July. In-house discussions about adding lining work based upon camera work that has been done is on-going.

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

Graham Construction has completed the tie-in at Cambridge Blvd and Washington Ave. There is some clean-up left to be done but everything should be finished shortly. There are a handful of mainline tie-ins that remain to be made. A water outage is scheduled for 5/30/18. Equipment has been staged on Old Fort Bayou Rd in preparation of the 12' bore that will be done. The General Manager asked Mr. Douglass if he thought they were going to make substantial completion by 7-4-18.

Mr. Douglass stated he was not sure as the time is definitely running out but it was possible they would still make the deadline.

Mr. Bannister made a motion, seconded by Mr. Wood, approving Graham Construction Pay Application 15 in the amount of \$193,878.76. Motion passed unanimously.

(SRF Eligible - \$193,878.76)

### 6.3 Wastewater Facilities Plan, Phase 2

Hemphill Construction has been laying force main on McClellan Rd and is heading south on Dana Rd. They have slowed down a bit due to the confines of the area on Dana Rd. They mobilized a 2<sup>nd</sup> crew to allow the original crew to start laying gravity pipe as they head south and the new crew will continue with force main construction.

Mr. Wood made a motion, seconded by Mr. Bannister, to approve Hemphill Construction Pay Application 1 in the amount of \$312,867.00. Motion passed unanimously.

### 6.4 New Office Complex

Gerrod Kilpatrick passed out a list of Value Engineering Items for the Board to consider. Each item was explained and then a poll was taken as to whether or not the Board wanted to make the suggested change. After all the items were discussed the Board elected to remove items 1,4,5,6,9,12 from the list. The changes that were accepted totaled a reduction of \$79,788.50 from the original bid of \$4,230,850.00. The new contract price is \$4,151,061.50.

Description	Savings	Adopt
1. Lower the site grade by 1'	\$27,198	No
2. Revise metal building to PEMB	\$58,581	Yes
3. Adjust ceiling tiles in office spaces	\$ 3,200	Yes
4. Reduce asphalt to 2" in parking bays only	\$ 6,330	No
5. Change RCP pipe to HP pipe on north side	\$ 1,180	No
6. Remove retractable partition in breakroom	\$ 4,928	No
7. Remove the vapor barrier gravel under slab	\$ 5,053.50	Yes
8. Use 20 gage drywall studs instead of structural	\$ 1,600	Yes
9. Eliminate radius soffit at light cove corridors	\$ 3,328	No
10. Dens glass in lieu of plywood exterior sheathing	\$ 1,200	Yes
11. Div 7 – Dens glass sheathing and foam frame outs	\$ 3,410	Yes
12. Change wood door veneer to "A" grade slip match	\$ 1,600	No
13. Substitute access control to Avigilon	\$ 3,400	Yes
14. Framing/hanging to ceiling height instead of structure	\$ 2,144	Yes
15. Eliminate Kerdi tile backer and use cement board	\$ 1,200	Yes

## **6.5 Annual Newsletter & Consumer Confidence Report**

Mr. Wood made a motion, seconded by Mr. Bannister, approving the amended 2018 annual newsletter and consumer confidence report. Motion passed unanimously. The publications will be included in the next 2 billing cycles.

## **7.0 New Business**

None.

## **8.0 Correspondence**

Included for the Board's review was the following:

- MSRWA 2018 Board Management Training information
- JTH (2018 04 27 – 2017 04 27) to Vincent Feranda regarding gravity sewer crossing his property on Parker Rd
- JCBOS planning commission agenda for 05 16 2018
- MS Public Service Commission (2018 05 09) regarding telephonic prehearing conferences set for 2pm on 06 26 2018
- Heinrich & Associates (2018 05 16) regarding Acadian Gardens Subdivision Phase 4
- MDEQ (2018 05 15) regarding SRF-C280870-03 and 870-04

## **9.0 District Operations**

### **9.1 Attorney Report**

Updates were given on the following:

- The Board Attorney stated the PSC hearing is coming up on 6-26-18 and we will need a motion to amend Dockets 142, 143 removing the portion of territory where JCUA already serves. The General Manager stated he will have that information ready for the next board meeting.
- Executive Session will be needed

## 9.2 Manager Report

Updates were given on the following:

- Master Meter quotes for meter replacement:
  - a. Option 1 –drive by
    - Replace existing 3G model registers with rebuilt 3G model registers
    - 5/8" meter registers, qty 6,027
    - 1" meter registers, qty 53
    - 1.5" meter registers, qty 15
    - 2" meter registers, qty 14
  - b. Option 1a – drive by
    - Replace existing 3G registers with 3G registers (10 yr warranty)
    - 5/8" meter registers, qty 6,027
    - 1" meter registers, qty 53
    - 1.5" meter registers, qty 15
    - 2" meter registers, qty 14
  - c. Option 2 – tower system
    - Replace existing 3G model registers with new Allegro model
    - 5/8" meter registers, qty 6,027
    - 1" meter registers, qty 53
    - 1.5" meter registers, qty 15
    - 2" meter registers, qty 14
    - Out of warranty existing 3G registers (at time of tower installation)
    - 5/8" meter registers, qty 1779
    - New Octave encoders for Allegro, qty 22
    - Tower Base Stations, qty 4
    - Repeaters, qty 8 (12 worst case scenario)
    - Harmony software upgrade
    - Annual service contract amount = \$32,320
- Commercial meter installations
  - a. Securing outside services contractor for labor & equipment at County Inn & Suites
  - b. Work at High School softball meters complete
- Executive summary for appraisal of 7312 Rose Farm Rd
- Fraud dispute dated 5/16/2018 for Fleetcor, (skimmer suspected)
- Demo observed last week of BoardPaq – paperless board meeting system (cloud based). GM plans to schedule another Demo for a Board Meeting

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

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

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

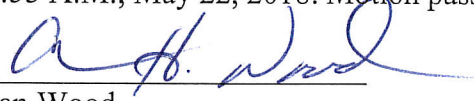
Mr. Bannister made a motion, seconded by Mr. Wood, to come out of executive session. Motion passed unanimously.

No action was taken in executive session.

#### **11.0 Other Business**

#### **12.0 Adjournment**

A motion was made by Mr. Wood, seconded by Mr. Bannister, to adjourn the meeting at 11:55 A.M., May 22, 2018. Motion passed unanimously.

  
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Alan Wood  
SECRETARY/TREASURER, WJCUD