

**West Jackson County Utility District
7312 Rose Farm Road
Ocean Springs, Mississippi 39564
June 26, 2018**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting June 26, 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. Curtis Spiers	Vice-Chairman, WJCUD
Mr. Alan Wood	Secretary/Treasurer, WJCUD
Mr. Joe Bannister	Commissioner, WJCUD
Mr. Jeremy England	Commissioner, WJCUD
Ms. Tanya Hasbrouck	Board Attorney, WJCUD
Mr. John Hannah	General Manager, WJCUD
Mr. Willie Smith	Operations Manager, WJCUD
Ms. Lori Goforth	HR Manager – Exec Admin. Asst., WJCUD
Ms. Tracy Reed	Accountant, WJCUD
Mr. Brian Bennett	District Inspector, WJCUD
Mr. James Douglass	Compton Engineering
Mr. David Compton	Compton Engineering
Mr. Gerrod Kilpatrick	Machado Patano Engineering

Members of the Public:

Keith White
Randy Dudley
Vincent Feranda
William Tuttle

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

None.

4.0 Community Input

4.1 Michele Coats, Jackson County Planning Commission

Michele Coats attended the board meeting to address some items of concern that the General Manager was having with a few new developments. Ms. Coats stated the Planning Department is seeing a lot of interest in our service area and that she hopes to make some policy changes to address WJCUD concerns over developers not complying with WJCUD requirements and still receiving final plat acceptance. Ms. Coats stated she understood that Mr. Hannah had some questions about the OPC form. Ms. Coats stated that form is reviewed by Michael Baker International and the Planning Commission is not directly involved with it. If the request is involving a zoning change then the planning commission gets a good look at the roads and infrastructure in the area and coordinates with the affected departments. Once it gets to the platting stage the Engineer takes over until it gets to the final stages when the Planning Commission gets to sign off on the project. The General Manager stated that he recognizes that the OPC form can be a cumbersome and lengthy process and that he has signed the OPC in the past in a spirit of cooperation with the expectation that the developer/engineer will follow through on the District's requirements. He has had it backfire more than once where the final plat is issued but the requirements from the District are never met. Ms. Coats stated that she noticed the final plat form is being signed off by JCUA and she proposes they add a required signature from the District before the plat is filed. The Board felt like that was a good solution. Ms. Coats updated the Board on the Cook Rd corridor plans and stated the property had all been rezoned as commercial (C4) and a consultant had been hired to look for big box retail stores. The Board thanked her for coming to speak with them.

4.2 Community Input

Mr. Vincent Feranda appeared before the Board and stated he had received some papers with the alternative area for the easement outlined. He is much happier with the alternative area and is happy with the documents.

Keith White (White Rose Enterprises) 6616 Rose Farm Rd appeared before the Board regarding his water bill dated 5/15/18 which totaled \$2,164.77 for 235,300 gallons of usage. His normal billing is \$200-300. Mr. White stated we could not find anything leaking on the property when we came out and that there is no way that amount of water could have been used. The General Manager updated the Board on the results of our data log that showed most all of the usage occurred from April 16-20, 2018. The usage dropped back down to normal on the 21st of April and has remained at his normal amount. Mr. White's concern is that the meter is wrong and that there is no way that amount of water could go through the meter. The General Manager stated it is possible even in a 3/4" meter and they have a 1.5" meter. The District Inspector stated there is 1" pipe running inside his building to an outside spigot that goes into a drain. The customer contended it was only 3/4" pipe and that no one was there to run the water. Mr. White was asked about his pond and fountain and he stated it was a retention pond and that they did not fill the pond up. The Board asked Mr. White what he wanted from them and he stated

he wanted the bill adjusted to his normal bill. Mr. Bannister made a motion, seconded by Mr. Wood, that we use his average from the last 6 months and write off the difference. Motion passed unanimously. The Board asked if we could flag the account to watch the daily usage and the General Manager stated that we could not with our current meter system but the one they are looking at will have that capability. Mr. White was told he could look at his own meter and keep track of the usage for a while so that any spike can be looked at immediately.

Mr. William Tuttle stated the Board was invited to the next Windsor Park Civic Association meeting but he was uncertain to the exact date due to the fact they are still experiencing meeting location problems.

5.0 Consent Agenda

- 5.1. Reading of Previous Minutes**
- 5.2. Financial Reports**
- 5.3. Purchase Requisitions**
- 5.4. Docket of Claims 1 - 40 (284,277.66)**

Mr. Spiers 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 assured Compton and Mr. Montgomery they would have the base course complete on Morton Pl and Cambridge Blvd very soon which will help with dust control as they wait the required 2 weeks before top coating. The Morton Lift Station is scheduled for start-up on 6-27-18. Once that is complete the Contractor can add flow and things should speed up. Installation of gravity sewer is ongoing and they are moving north toward Lancaster Lift Station.

Mr. Spiers made a motion, seconded by Mr. Wood, approving Miller Enterprises Pay Application 15 in the amount of \$149,155.62. Motion passed unanimously. (SRF Eligible - \$149,155.62)

Gulf Coast Underground has completed a little work doing some TV work and a couple of manhole liners. A progress meeting is scheduled for the afternoon and they will discuss scheduling and some potential new work which will involve a change order for some additional lining and point repairs.

Mr. Bannister made a motion, seconded by Mr. Spiers, approving Gulf Coast Underground's Pay Application 10 in the amount of \$9,684.12. Motion passed unanimously. (SRF Eligible - \$9,077.25 Ineligible - \$606.87)

6.2 Water Facilities Plan, Phase 3

Graham Construction has continued installing 12" water line along Old Fort Bayou Rd. They have one 380' bore left to do and then they will be to the well site access road and then they will have to do a bore under Old Fort Bayou Rd to get to the north side. They have a crew or two coming behind making tie-ins. They have started to turn off old existing lines and use the new. The project is supposed to be substantially complete by July 4th, 2018 and it should be very close as to whether or not they make it. Mr. Douglass believes if all the pipe is in the ground they will probably be okay.

Mr. Bannister made a motion, seconded by Mr. Spiers, approving payment of Graham Construction Pay Application 16 in the amount of \$98,640.49. Motion passed unanimously.

(SRF Eligible - \$80,732.99 Ineligible - \$17,907.50)

6.3 Wastewater Facilities Plan, Phase 2

Hemphill construction work is progressing. The force main is complete at Tucker and McClellan Roads. The hot tap still needs to be done. Gravity lines are being installed and the project is moving along nicely.

Mr. Spiers made a motion, seconded by Mr. Bannister, approving Hemphill Construction Pay Application 2 in the amount of \$556,238.57. Motion passed unanimously.

7.0 New Business

None.

8.0 Correspondence

Included for the Board's review was the following:

- Dennis Stieffel & Associates (2018 06 06) to JTH regarding Talla Pointe Subdivision construction plans and technical specifications.
- LUBA (2018 06 04) regarding dividend return totaling \$477.50.
- JCUA (2018 06 18) to John Hannah regarding Pump Station #21 Notice of Violation for unregulated discharge. An invoice totaling \$16,639.05 for repair and equipment replacement was attached

9.0 District Operations

9.1 Attorney Report

Updates were given on the following:

- The Board Attorney stated the PSC hearing has been scheduled for 07/26/2018 at 9:30am.
- The Board Attorney is working on a response to the JCUA damage invoice.

9.2 Manager Report

Updates were given on the following:

- Commercial meter installations
 - Installation of new above-ground meter assembly at Country Inn & Suites was completed on Tues. 06/19/18
 - ✓ This was the last of the replacement meter installs for the faulty large meters that were identified during Feb 2018 meter testing
- Water production projections for the month of June at 20 days and compared with May's customer consumption
 - Approx. 10MG unaccounted for losses
 - Possible sources:
 - ✓ Old lines impacted in Windsor Park to be abandoned – pin hole leaks
 - ✓ WJCUD Contractors flushing of new lines
 - ✓ Directional drilling (WJCUD, Delta – fire meter)
 - ✓ Contractor dust control – tanker trucks
- Easement sketch maps were given to Tanya (Vincent Feranda, Cherie Ferguson properties)
- PO was issued for BoardPaq (cloud based paperless board meetings system) & 7 new Microsoft Surface Pros. The Surface Pros were given out and a training session will be scheduled later in July.
- Groundbreaking ceremony scheduled for July 10th, 2018 at 11am

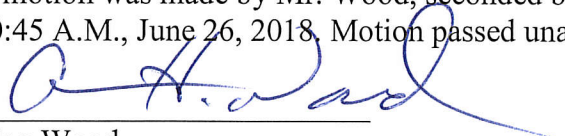
10.0 Executive Session – If So Move

None.

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Wood, seconded by Mr. England, to adjourn the meeting at 10:45 A.M., June 26, 2018. Motion passed unanimously.



Alan Wood
SECRETARY/TREASURER, WJCUD