

**West Jackson County Utility District
7312 Rose Farm Road
Ocean Springs, Mississippi 39564
July 10, 2018**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting July 10, 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
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. Gerrod Kilpatrick	Machado Patano Engineering

Members of the Public:

William Tuttle

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

Graham Construction Change Order 6 is being added to 6.2

4.0 Community Input

None.

5.0 Consent Agenda

- 5.1 Reading of Previous Minutes
- 5.2 Financial Reports
- 5.3 Purchase Requisitions
- 5.4 Docket of Claims 1 - 55 (1,087,309.53)

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 has been in the process of doing final grading on Morton Place and should be finished today or tomorrow as the equipment problems they were experiencing have been resolved. Asphalt is expected to be on the ground by the end of the week. Morton Place lift station is up and running and the old one has been decommissioned.

Gulf Coast Underground has had a sub on site and 3 point repairs have been completed with lining work to follow. Mr. Spiers asked if the CCTV work at Apple and Hardwood Drives had revealed anything. Mr. Douglass replied they did see some cracking but nothing significant enough to cause the issues that have been experienced. We are going to go ahead and line the area so we will have done our due diligence and if the problem continues it will not be the District's responsibility.

6.2 Water Facilities Plan, Phase 3

MDOH walk through was done a couple of weeks ago and Mr. Douglass talked with them regarding what they would accept as substantially complete. It was recommended that another change order be done for time less than 30 days to ensure we are substantially complete in MDOH's eyes. The change order has been pre-approved.

Mr. Bannister made a motion, seconded by Mr. Wood, approving Graham Construction Change Order 6 in the amount of \$61,708.50 plus 28 calendar days having determined the following is true:

- The change order is made in a commercially reasonable manner and is not being made to circumvent the public purchasing statutes.
- The proposed change is necessary or incidental to the completion of the work as originally bid, is not outside the scope of the original contract, is commercially reasonable, and any increase in cost reasonable.

Motion passed unanimously.
(SRF Eligible - \$61,708.50)

Mr. Spiers asked about the property at Cambridge Blvd and Washington Ave. The last agreement he was aware of had the Contractor removing the big oak tree and laying it down on the property. Mr. Spiers said the removal has not been done as was agreed to by the Contractor and the Property Owner. Mr. Douglass replied he will look into it.

6.3 Wastewater Facilities Plan, Phase 2

Hemphill Construction has the wet well excavated. The Contractor is laying gravity line to the east (toward Tucker Rd). They are a little behind on lift station work. A by-pass pump should be here next week. Mr. Kilpatrick stated everything is going well and there are no issues with land owners in the project area.

6.4 New Office Complex

DCD Construction is making a lot of progress on the new building. The pads are built and they are digging footings. Groundbreaking ceremonies for the facility are scheduled at 11am following the board meeting.

7.0 New Business

None.

8.0 Correspondence

Included for the Board's review was the following:

- JCUA (2018 07 02) to WJCUD regarding Wholesale Wastewater Needs Assessment.
- MDOH (2018 06 20) regarding construction completion for Graham Construction Company, LLC - DWI-L300156-07.
- MDOH (2018 06 29) to John Hannah regarding Interim Construction Observation Report for Graham Construction Company, LLC DWI-L300156-07

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 coordinating with the General Manager working on a response to the JCUA damage invoice.

9.2 Manager Report

Updates were given on the following:

- o June Billing Summary @ \$732,395.16 (\$694,904.78 – last yr)
 - a. May billings were \$703,705.87 (\$699,830.00 – last yr)
 - b. April billings were \$695,610.89 (\$682,749.39 – last yr)
 - c. March billings were \$649,535.99 (\$646,224.43 – last yr)
 - d. February billings were \$680,816.95 (\$649,746.41 – last yr)
 - e. January billings were \$697,317.99 (\$664,626.40 – last yr)
 - f. December billings were \$700,324.42 (\$632,739.07 – last yr)
 - g. November billings were \$675,123.50 (\$670,392.12 – last yr)

- o June Water Production
 - Approx. 19% unaccounted for losses, staff continues to assess

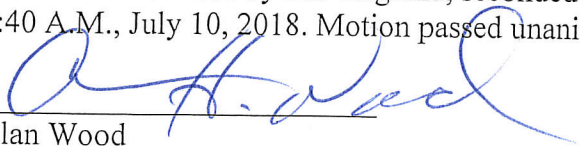
10.0 Executive Session – If So Move

None.

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. England, seconded by Mr. Spiers, to adjourn the meeting at 9:40 A.M., July 10, 2018. Motion passed unanimously.


Alan Wood

SECRETARY/TREASURER, WJCUD