

**West Jackson County Utility District
7312 Rose Farm Road
Ocean Springs, Mississippi 39564
August 28, 2018**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting August 28, 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
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:

Dennis Lamey

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

None.

4.0 Community Input

See Item 7.1

5.0 Consent Agenda

- 5.1 Reading of Previous Minutes**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims 1 - 22 (\$434,000.51)**

Mr. Wood 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

A progress meeting was held on 8-27-18 with Miller Enterprises and scheduling was discussed. The Contractor has a bore scheduled for this next week across Lancaster Blvd south of Cambridge Blvd. Once the bore is complete the Contractor plans to bring in a 3rd crew. One crew will be working on JF Douglas Dr., one on Lancaster Blvd and one south of Cambridge Blvd on Hanover Dr. This bore will get them down toward the southern loops off Cambridge Blvd and allow them to proceed with removing the Browning and ultimately Lancaster Lift Stations.

Mr. Bannister made a motion, seconded by Mr. Wood, approving Miller Enterprise's Pay Application 17 in the amount of \$151,185.24. Motion passed unanimously.
(SRF Eligible - \$147,608.49, In-eligible \$3,576.75)

Gulf Coast Underground has not been onsite since the last meeting. The Contractor still has the lining to complete in the David Davis area. Point repairs are complete. Mr. Douglass anticipates they will be back onsite the first of the September.

Mr. Bannister made a motion, seconded by Mr. Wood, approving Gulf Coast Underground's Pay Application 12 in the amount of \$32,107.36. Motion passed unanimously.
(SRF Eligible - \$23,573.99, In-eligible \$8,533.37)

6.2 Water Facilities Plan, Phase 3

Graham Construction is nearing the finish. MDOH will be onsite 8-31-2018 for the final walk-thru. The Contractor is working hard making sure everything will be presentable by Friday. There is still a very little bit of Asphalt/Concrete work to finish up. Closeout documents will be due by 9/30/2018.

Mr. Bannister made a motion, seconded by Mr. Wood, approving Graham Construction's Pay Application 18 in the amount of \$47,571.25. Motion passed unanimously.
(SRF eligible - \$46,716.25, In-eligible \$855.00)

6.3 Wastewater Facilities Plan, Phase 2

Hemphill Construction is continuing laying gravity pipe. They are supposed to make the last road crossing today at Ridgecrest Cr. Gravity sewer installation is 60% complete.

Mr. Wood made a motion, seconded by Mr. Bannister, approving Hemphill Construction's Pay Application 5 in the amount of \$428,450.82. Motion passed unanimously.
(SRF Eligible = \$428,450.82)

7.0 New Business

7.1 Lamey Homes MOA

Mr. Dennis Lamey of Lamey Homes attended the Board Meeting trying to obtain an answer from the Board on his proposed subdivision. The Board Chairman reminded Mr. Lamey that he had called him and told him that the General Manager had a death in his family and that no final decision had been made. It is unknown at this time when a decision will be made.

7.2 Leak Credit Policy

Lori Goforth presented a revision to the District's leak credit policy and a new leak credit adjustment form that Mr. Spiers was requesting the Board review for consideration. Mr. Spiers was unable to attend the meeting and asked Ms. Goforth to present the proposal in his absence. The proposed policy changes remove many of the current restrictions and would assist more customers who encounter leaks become eligible for leak credit assistance. Mr. Spiers felt this was the right thing to do from a customer service perspective.

Mr. Wood made a motion, seconded by Mr. Bannister, approving the revisions to the leak credit policy as proposed. Motion passed unanimously.

7.3 10725 Dogwood St – Request for Credit

This item was tabled due to the fact that the new leak credit policy addresses the concerns this customer had regarding our policy.

8.0 Correspondence

Included for the Board's review was the following:

- Heidelberg Steinberger P.A. (2018 08 20) to Tanya Hasbrouck regarding WJCUD/JCUA lawsuit. JCUA has rejected our counter proposal.
- Lori Goforth email (2018 08 22) to Michele Coats regarding reasons why Biloxi, MS address in Jackson County is not desired.

9.0 District Operations

9.1 Attorney Report

None.

9.2 Manager Report

Updates were given on the following:

- New Operations Center
- Old Fort Bayou well piping (2/3 mile of 6”/8” cross country water main abandoned.
- Updated Organizational Chart
- 600 meter register change outs will be done with the registers provided at no cost and WJCUD providing labor.
- Recurring clogs at Dogwood sewage pumping station. Staff is studying a short gravity sewer route to allow for abandonment.
- FY 2019 Budget Preparations are on hold until the General Manager’s return.

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. Wood made a motion, seconded by Mr. Bannister, 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.

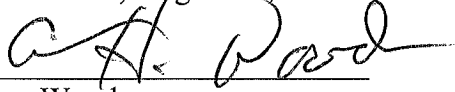
11.0 Other Business

Mr. Bannister updated the Board on what he termed a great Civic Association meeting on the 21st of August. He felt it was well represented and the District received positive feedback and community support. He also thanked Compton Engineering for their attendance and willingness to thoroughly explain the ongoing project and answer any questions.

The Board talked with the District Inspector regarding an alternative gravity sewer installation plan for Lamey Homes and requested he get pricing information to allow them to compare with Mr. Lamey's quotes.

12.0 Adjournment

A motion was made by Mr. Wood, seconded by Mr. Bannister, to adjourn the meeting at 10:20 A.M., August 28, 2018. Motion passed unanimously.

A handwritten signature in cursive script, appearing to read "Alan Wood", written over a horizontal line.

Alan Wood
SECRETARY/TREASURER, WJCUD