

**West Jackson County Utility District
7312 Rose Farm Road
Ocean Springs, Mississippi 39564
November 21, 2018**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting November 21, 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. Jeremy England	Commissioner, WJCUD
Mr. Bryan David	Commissioner, WJCUD
Ms. Tanya Hasbrouck	Board Attorney, 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. David Compton	Compton Engineering
Mr. James Douglass	Compton Engineering

Members of the Public:

William Tuttle
Hobbs Mize

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

None.

4.0 Community Input

Hobbs Mize attended the Board Meeting to get an update on his request for a conditional will-serve for Biloxi Bay Resort and Marina. The General Manager was on the speaker phone during this discussion. The Vice-Chairman recapped the Board's position from the last meeting and the General Manager stated he felt like the letter that was received agreeing to pay their fair proportional cost of the sewer system did not go far enough to protect the District should a conditional will-serve be issued. After discussion it was determined that Mr. Mize and Mr. Hannah will meet on November 27th, 2018 at 10:30am to further discuss the anticipated costs. Mr. Mize reminded the Board that time is of the essence for them in order to complete the project in time for the summer season.

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 (\$341,492.52)**

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

6.0 Old Business

6.1 Wastewater Facilities Plan, Phase 1

Contract A will be discussed in Executive Session

Gulf Coast Underground's sub has been on site doing non SRF scope work. Work has been going pretty slow due to wet conditions but progress is being made.

Mr. Spiers made a motion, seconded by Mr. David, approving Gulf Coast Underground Pay Application 13 in the amount of \$102,708.31. Motion passed unanimously.
(SRF Eligible - \$92,426.19 In-Eligible - \$10,282.12)

Mr. Douglass presented a change order for the Board's consideration. The change order reconciles all SRF quantities to zero and adds the non SRF scope of work that was added.

Mr. Spiers made a motion, seconded by Mr. England, approving Gulf Coast Underground Change Order 5 in the amount of \$<43,155.99> plus 45 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 - \$<43,155.99>)

6.2 Wastewater Facilities Plan, Phase 2

Project Overall 82% complete

- > 33 of 37 sewer manholes completed and vacuum tested
- > 100% of sewer force main completed and tested
- > 91% of gravity sewer completed.
- > Diane paving scheduled to be completed in December.
- > Lift Station remaining items to complete include:
 - > - electrical installation
 - > - pumps installation
 - > - generator installation
- > Lift Station estimated to be complete in December

Mr. Spiers made a motion, seconded by Mr. England, approving Hemphill Construction Pay Application 8 in the amount of \$196,116.33. Motion passed unanimously.
(SRF Eligible - \$196,116.33)

6.3 New Operations Center

Project Overall 35% complete

- > Administration Building masonry and roofing to be started Monday 11/19/2018
- > Mock up wall is complete
- > Administration Building electrical and mechanical rough is ongoing
- > Maintenance Building PEB erection 77% complete
- > Site Work to be completed with gravel installed by end of November

Mr. David made a motion, seconded by Mr. Spiers, approving DCD Construction Pay Application 5 in the amount of \$365,336.53. Motion passed unanimously.

7.0 New Business

None.

8.0 Correspondence

Included for the Board's review was the following:

- o John Hannah email (2018 11 16) to Hobbs Mize regarding Biloxi Bay Resort and Marina
- o Hobbs Mize (undated) to John Hannah regarding Biloxi Bay Resort and Marina
- o John Hannah (2018 11 08) to Bobby Heinrich regarding Woodman Branch Estates and Cyprus Winds

- Ward Engineering (2018 11 07) to John Hannah regarding Talla Pointe, Phase 2
- D'iberville/St. Martin Chamber of Commerce Ballot Form
- MDOH (2018 11 05) to John Hannah regarding change in number of routine bacteriological samples that are required

9.0 District Operations

9.1 Attorney Report

Updates were given on the following:

- Items will be discussed in Executive Session

9.2 Manager Report

Updates were given on the following:

- Tank Inspection Report – Bonanza Well
- MDOH Annual Inspection

10.0 Executive Session – If So Move

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

Mr. England made a motion, seconded by Mr. Spiers, 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. Spiers, seconded by Mr. England, to adjourn the meeting at 10:55 A.M., November 21, 2018. Motion passed unanimously.



Joe Bannister
SECRETARY/TREASURER, WJCUD