

**West Jackson County Utility District
7312 Rose Farm Road
Ocean Springs, Mississippi 39564
January 24, 2019**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting January 24, 2019 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. Joe Bannister	Secretary/Treasurer, WJCUD
Mr. Jeremy England	Commissioner, WJCUD
Mr. Bryan David	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD
Mr. John Hannah	General Manager, WJCUD
Ms. Lori Goforth	HR Manager – Exec Admin. Asst., WJCUD
Ms. Tracy Reed	Accountant, WJCUD
Mr. Willie Smith	Operations Manager, WJCUD
Mr. Brian Bennett	District Inspector, WJCUD
Mr. David Compton	Compton Engineering
Mr. James Douglass	Compton Engineering
Mr. Gerrod Kilpatrick	Machado Patano Engineering

Members of the Public:

Dennis Lamey – Lamey Homes

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

None.

4.0 Community Input

Dennis Lamey came back to the Board regarding the sub-division he wants to build off Daisy Vestry Rd. He has scaled down to 9 lots all facing Daisy Vestry Rd and is asking once again for the Board to approve the use of grinders in lieu of a gravity sewer system.

He also stated that Mike McCool with the Public Service Commission requests that if the Board denies Mr. Lamey's request to please put into writing the reasons for denial. The Board said they will review the matter again and the General Manager will get back with him.

5.0 Consent Agenda

5.1 Reading of Previous Minutes

5.2 Financial Reports

5.3 Purchase Requisitions

5.4 Docket of Claims 1 - 42 (455,185.66)

Mr. England 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

Miller Enterprises has had 3 crews onsite. Rain is creating some frustration but Mr. Douglass feels they are making decent progress. DEQ is asking Compton for justification for the additional time and they are working on it.

Mr. Bannister made a motion, seconded by Mr. England, approving Miller Enterprises Pay Application 22 in the amount of \$204,097.98. Motion passed unanimously.
(SRF Eligible - \$204,097.98)

Mr. Douglass presented a Gulf Coast Underground change order for the Board's consideration. The change order deducts <\$2,294.65> and adds 60 calendar days to the contract. The Change Order adjusts quantities for gravity service lining and point repairs and will bring the new sub completion date to February 6th, 2019.

Mr. David made a motion, seconded by Mr. England, approving Gulf Coast Underground Pay Application Change Order 6 in the amount of <\$2,294.65> plus 60 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 In-Eligible - <2,294.65> plus 60 days)

6.2 Wastewater Facilities Plan, Phase 2

Gerrod Kilpatrick stated the project is nearing completion. There is one manhole left to install and power is still needed at the lift station. Quotes are being obtained for Diane Drive's paving to satisfy DEQ requirements.

General Manager indicated that County Road Dept has altered the Mallette Drive Extension design and extended the Phase1 widening an additional 1,400 LF east. The Facilities Plan gravity sewer needs to be extended east this distance by change order.

Mr. Bannister made a motion, seconded by Mr. David, approving Hemphill Construction Pay Application 10 in the amount of \$59,313.00. Motion passed unanimously.
(SRF Eligible - \$59,313.00)

6.3 New Operations Center

The buildings are blacked in and roofing is commencing. Curbing is being installed and the Contractor remains at 8 days behind schedule due mostly to weather delays.

Mr. Bannister made a motion, seconded by Mr. England, approving DCD Construction Pay Application 7 in the amount of \$387,062.70. Motion passed unanimously.

Mr. David made a motion, seconded by Mr. England, approving DCD Construction Generator Pay Application 1 in the amount of \$3,015.11. Motion passed unanimously.

7.0 New Business

7.1 MS Tax Sale

Mr. Bannister made a motion, seconded by Mr. England, to authorize the Board Chairman to send a letter to the Secretary of State's office trying to acquire PIDN 05102942.000 located in Cedar Grove sub-division for use as a potential well site. Motion passed unanimously.

7.2 FY 2018 Audit

Mr. England made a motion, seconded by Mr. Bannister authorizing the District to enter into the agreement with Fletcher and Company for the FY 2018 audit. Motion passed unanimously.

7.3 Lions Club Well Site

Mr. Bannister made a motion, seconded by Mr. England, authorizing the General Manager to continue negotiations with the Lions Club. Motion passed unanimously.

Mr. Bannister made a motion, seconded by Mr. David, instructing the Board Attorney to pursue Eminent Domain if negotiations fail. Motion passed unanimously.

8.0 Correspondence

Included for the Board's review was the following:

- Brian Bennett email (2019 01 16) to John Hannah regarding Rock Solid meter situation and meeting with owner
- Lori Goforth email (2019 01 10) to John Hannah regarding Laurie Delashmit, 15952 Albany water usage and bill amounts
- John Hannah (2019 01 11) to Dennis Stieffel & Associates regarding Talla Pointe Phase 2
- Pederson Development letter (2019 01 04) to Michelle Coats regarding Parkview Estates Phase 2 final plat approval
- MDOH letter (2018 11 13) to John Hannah regarding Final Approval for Record Drawings and Closeout Contract 1 Graham Construction Co., Inc. DWI-L-300156-07
- MS Senate Bill 2114

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:

- Developments
 - a. Acadian Gardens - met with Engineer
 - b. Woodman Estates - met with Engineer
 - c. Cyprus Winds – met with Engineer

- d. Parkview, Phase 2 – securing deeds and offsite easements for offsite gravity sewer along Parker Road and cross country water main to Glendale Road
- e. Received will serve request for a new commercial strip center along Washington at intersection with Palfrey
- o A number of inquiries have been sent to property owners to initiate dialogue for property/easement acquisition
 - a. Well Sites
 - b. Necessary for planned future projects
- o GIS mapping continues to be refined
- o GM met last week with Josh Danos regarding current WJCUD legal matters
- o County Road projects update
 - a. Mallette Drive – 5 lanes, curb & gutter, 8’ sidewalks
 - i. ROW clearing nearing completion
 - ii. Phase 1 to be bid soon
 - iii. County believes they have secured remainder of funds for Phase 2/3 which will be treated as a single project
 - b. Old Fort Bayou Road
 - i. County intends to bid in the next 2-3 months
 - 1. Failure to bid during this timeframe will push the schedule another year
- o Planning continues for:
 - a. Water Facilities Plan, Phase IV
 - b. Wastewater Facilities Plan, Phase III
- o Commercial Realtors to visit 7312 Rose Farm Road in the next 2 weeks
 - a. Requesting a marketing plan proposal from each
- o In-house OM&R
 - a. Replaced 125 meter registers over the last 2 weeks
 - i. Total to-date 548
 - ii. Probably 100-150 remain in need of replacement
 - b. Langley Point water mains are small galvanized pipe
 - i. 4 leaks in the last two weeks, District is replacing a section of the worst
 - ii. Full replacement to be in Water Facilities Plan, Phase IV
 - c. Water Sampling Stations
 - i. 10 installed, 5 more to do for now
 - d. Fire hydrant painting
 - i. Red paint selected, plan developed
 - e. Fire hydrant installations along Washington Ave.
 - i. Five needed, requested by Fire Department

10.0 Executive Session – If So Move

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

Mr. Bannister made a motion, seconded by Mr. England, 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. Bannister, seconded by Mr. David, to adjourn the meeting at 11:45 A.M., January 24, 2019. Motion passed unanimously.



Joe Bannister
SECRETARY/TREASURER, WJCUD