

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
January 23, 2020**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting January 23, 2020 at the WJCUD general office building, 7200 McCann Road, Biloxi, 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:

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| Mr. Mike Montgomery | Chairman, WJCUD |
| Mr. Curtis Spiers | Vice-Chairman, WJCUD |
| Mr. Joe Bannister | Secretary/Treasurer, WJCUD |
| Mr. Bryan David | Commissioner, WJCUD |
| Mr. Andy Westfall | Commissioner, WJCUD |
| Mr. Josh Danos | Board Attorney, WJCUD |
| Mr. John Hannah | General Manager, WJCUD |
| Mr. Scott Ramsay | Operations Manager, WJCUD |
| Ms. Lori Goforth | HR Manager – Exec Admin. Asst., WJCUD |
| Ms. Tracy Reed | Accountant, WJCUD |
| Mr. Brian Bennett | New Construction & Compliance Manager, WJCUD |
| Mr. David Compton | Compton Engineering |
| Mr. James Douglass | Compton Engineering |
| Mr. Gerrod Kilpatrick | Machado Patano Engineering |

Members of the Public:

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

None.

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 Lines 1 – 49 / \$520,121.44**
- 5.5 Leak Credits**

Mr. Spiers made a motion, seconded by Mr. David, approving the consent agenda. Motion passed unanimously.

6.0 Old Business

6.1 Engineer Selection for Wastewater Facilities Plan, Phase 4

Mr. Spiers made a motion, seconded by Mr. Westfall, approving the recommendation of the selection committee pursuant to the order. Motion passed unanimously.

7.0 New Business

7.1 Handling unpaid accounts associated with tampering with meter/theft of service

Tabled to allow the Board Attorney to research before policy is adopted.

8.0 Correspondence

Included for the Board's review was the following:

- MDEQ letter (2020 01 02) to WJCUD regarding Change Order 11 SRF-C280870-03
- Compton Engineering letter (2020 01 07) to WJCUD regarding Water System Improvements Phase 4 DWI-L300156-08
- Resolution (2020 01 09) naming authorized representative – Phase 4 Facilities Plan
- Phase 4 Facilities Plan application documents
- MDOH letter (2020 01 13) to WJCUD regarding sampling violation
- Required Customer Notice regarding sampling violation

9.0 District Operations

9.1 Attorney Report

Updates were given on the following:

- Items to be discussed in Executive Session

9.2 Manager Report

Updates were given on the following:

- New Operations Center
- Wastewater Facilities Plan, Phase 1
- Wastewater Facilities Plan Phase 4/Future Projects
- Allegro Meter Project
- Residential grinder stations
- TankPro washout inspection reports
- Water Well projects, test holes and wells
- Miscellaneous Utility Repairs

10.0 Executive Session – If So Move

Mr. David made a motion, seconded by Mr. Bannister, to go into closed session to determine whether executive session is necessary and proper. Motion passed unanimously.

Mr. Spiers made a motion, seconded by Mr. Bannister, to stay in executive session to discuss: JCUA litigation, Alexis Crossing potential litigation, Miller Enterprises potential litigation, and Utility Services/Suez potential litigation. Motion passed unanimously.

Mr. David made a motion, seconded by Mr. Bannister, instructing the Board Attorney to initiate legal proceedings against Utility Services/Suez in relation to Waycross Tank and Walker Tank maintenance contracts. Motion passed unanimously.

Mr. David made a motion, seconded by Mr. Bannister, to return to open session. Motion passed unanimously.

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Mr. Bannister, to adjourn the meeting at 10:45 A.M., January 23, 2020. Motion passed unanimously.



Joe Bannister
SECRETARY/TREASURER, WJCUD

ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District (hereinafter, "the District") intends to proceed with engineering selection for the Wastewater Facilities Plan - Phase 4, as more fully defined in the attached documentation; and

WHEREAS, the District requested letters of interest and qualifications for engineering services in connection with the Project; and

WHEREAS, an advisory committee performed interviews and evaluations of each responding firm based on knowledge, ability to serve, experience, past performance, communication and references; and

WHEREAS, the advisory committee has, based on the interviews and evaluations, recommended that Machado Patano is the most qualified engineering firm for this project; and

WHEREAS, based on the attached evaluations and recommendation provided by the selection committee, the Board of Commissioners hereby finds that Machado Patano is the most qualified engineering firm for this project;

IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that the General Manager is hereby directed to enter into contract negotiations with Machado Patano to determine compensation that is fair and reasonable based upon a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered.

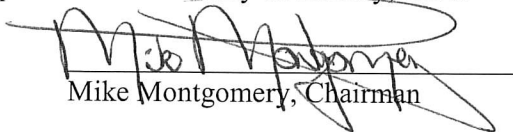
IT IS FURTHER ORDERED that in the event that a contract cannot be negotiated with Machado Patano, for negotiations to begin with another engineering firm, in the order of the qualifications recommended by the advisory committee.

IT IS FURTHER ORDERED that the General Manager is authorized to execute any and all documents necessary for this purpose.

The motion to approve the foregoing Order was made by Spiers, seconded by Westfall, and the following vote was recorded:

- Chairman Montgomery yes
- Commissioner Spiers yes
- Commissioner Bannister yes
- Commissioner Westfall yes
- Commissioner David yes

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 23rd day of January, 2020.


Mike Montgomery, Chairman

ATTEST:
