

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
April 18, 2024**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting April 18, 2024, 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:

Mr. Mike Montgomery	Chairman, WJCUD
Ms. Joan Strayham	Vice-Chairman, WJCUD
Mr. Andrew Westfall	Secretary/Treasurer, WJCUD
Mr. Curtis Spiers	Commissioner, WJCUD
Mr. Bryan David	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD
Mr. Anthony Greer	Director, WJCUD
Mr. Brian Bennett	Deputy Director, WJCUD
Ms. Laura Davis	Financial Controller, WJCUD
Ms. Whitney McCarra	Accountant II, WJCUD
Ms. Amanda Parisi	Assets Manager & Grants Administrator, WJCUD
Ms. Donna Catalanatto	Human Resources Manager, WJCUD
Mr. Gerrod Kilpatrick	MP Design Group

Members of the Public:

Dean Fletcher, Fletcher & Company, LLC

2.0 Invocation / Pledge of Allegiance

Opening prayer was given by Laura Davis of Wells of Southgate Ministries.

3.0 Change to Meeting Agenda

Adding item to agenda - section 6.4 Contract Amendments to Wastewater Facility Improvement Projects.

4.0 Community Input

None.

5.0 Consent Agenda

- 5.1 Reading of Previous Minutes – March 21, 2024**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims** **Lines 1 – 83 / \$1,363,810.55**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

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

Attachments:

March 21, 2024 Previous Minutes

Financial Reports

Docket of Claims

Leak Credits

Grinder Station Approvals

6.0 Old Business

6.1 Wastewater Facilities Plan, Phase 3

Mr. Westfall made a motion to approve Pay Application No. 05 to Bottom 2 Top Construction, LLC in the amount of \$226,232.15 relating to Wastewater Facilities Plan, Phase 3, and to authorize staff to utilize the M&M loan in anticipation of grant funding to satisfy the same. Mr. Spiers seconded the motion and the motion passed unanimously.

Attachment: Pay Application No. 05.

6.2 Wastewater Facilities Plan, Phase 4A

Mr. Westfall made a motion, seconded by Mr. Spiers, approving a resolution for Wastewater Facilities Plan, Phase 4A, Pay Application No. 14 to CB Developers, Inc. in the amount of \$174,360.03 as recommended by MP Design Group, contingent upon MDEQ approval for currently reimbursable items. Motion passed unanimously.

Attachment: Pay Application No. 14 .

6.3 Wastewater Facilities Plan, Phase 4B

Mr. Spiers made a motion to approve Pay Application No. 05 to CB Developers, Inc. in the amount of \$118,246.25 relating to Wastewater Facilities Plan, Phase 4B, and to authorize staff to utilize the M&M loan in anticipation of grant funding to satisfy the same. Mr. David seconded the motion and the motion passed unanimously.

Attachment: Pay Application 05.

6.4 Contract Amendments to Wastewater Facility Improvement Projects

Mr. Westfall made a motion to approve the proposed contract amendment, adding attachment 5, for Wastewater Facility Improvement Project, Phase 3. Ms. Strayham seconded the motion and the motion passed unanimously.

Ms. Strayham made a motion to approve the proposed contract amendment, adding attachment 5, for Wastewater Facility Improvement Project, Phase 4A. Mr. Spiers seconded the motion and the motion passed unanimously.

Ms. Strayham made a motion to approve the proposed contract amendment, adding attachment 5, for Wastewater Facility Improvement Project, Phase 4B. Mr. David seconded the motion and the motion passed unanimously.

Attachments:

Wastewater Facility Improvement Project – Phase 3 (SRF-C280-870-05) Contract Amendment No. 2

Wastewater Facility Improvement Project – Phase 4A (SRF-C280-870-06) Contract Amendment

Wastewater Facility Improvement Project – Phase 4B (SRF-C280-870-06) Contract Amendment No. 2

7.0 New Business

7.1 Audit of FYE 09 30 2023 Financial Statements

Mr. David made a motion, seconded by Mr. Westfall, approving and accepting the audit of FYE 09 30 2023 Financial Statements as presented. Motion passed unanimously.

Attachment: Audit FYE 09 30 2023 Financial Statements.

8.0 Correspondence

Included for the Board's review was the following:

- 2024 03 20 Jackson County Planning/Zoning Minutes
- 2024 04 10 Maintenance Operations Monthly Report

9.0 District Operations

9.1 Attorney Report

No report given by Board Attorney.

9.2 Director Report

Updates were given on the following:

- Billing Summary for March 2024
 - \$852,625.67 (compared to \$859,212.29 in March 2023) -0.8% decrease
 - 8,599 active customers (compared to 8,373 in March 2023) 2.7% increase
- Water Production – March 2024
 - 58.6 MG - Total Production
 - 41.9 MG – Water Sold
 - 4.5 MG – Flushing
 - 11.4 MG – Unaccounted For (20%)
- Income Statement – FY 2024 for six months ending March 31, 2024
- Liquid Assets – as of March 31, 2024
- Director's Memorandum

10.0 Executive Session – If So Move

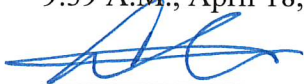
None.

11.0 Other Business

None.

12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Mr. David, to adjourn the meeting at 9:39 A.M., April 18, 2024. Motion passed unanimously.



Andrew Westfall
SECRETARY/TREASURER, WJCUD