

**West Jackson County Utility District  
7200 McCann Road  
Biloxi, Mississippi 39532  
June 20, 2024**

**Regular Meeting**

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**MINUTES**

**1.0 Call Meeting to Order:**

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting June 20, 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 9:09 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. 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:

None.

**2.0 Invocation / Pledge of Allegiance**

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

**3.0 Change to Meeting Agenda**

None.

**4.0 Community Input**

None.

**5.0 Consent Agenda**

**5.1. Reading of Previous Minutes**

**5.1.1 Previous Minutes – May 16, 2024**

**5.1.2 Special Meeting Minutes – May 21, 2024**

**5.1.3 Special Meeting Minutes – June 3, 2024**

**5.2 Financial Reports**

**5.3 Purchase Requisitions**

**5.4 Docket of Claims** Lines 1 – 76 / \$2,220,189.96

**5.5 Leak Credits**

**5.6 Grinder Station Approvals**

Mr. David made a motion, seconded by Ms. Strayham, approving the Consent Agenda as presented. Motion passed unanimously. Mr. Spiers was absent for the vote.

Attachments:

May 16, 2024 Previous Minutes

May 21, 2024 Special Meeting Minutes

June 3, 2024 Special Meeting Minutes

Financial Reports

Docket of Claims

Leak Credits

Grinder Station Approvals

**6.0 Old Business**

**6.1 Wastewater Facilities Plan, Phase 3**

Mr. David made a motion to approve Pay Application No. 07 to Bottom 2 Top Construction, LLC in the amount of \$221,603.87 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. Ms. Strayham seconded the motion and the motion passed unanimously. Mr. Spiers was absent for the vote.

Attachment: Pay Application No. 07.

**6.2 Wastewater Facilities Plan, Phase 4B**

Ms. Strayham made a motion to approve Pay Application No. 07 to CB Developers, Inc. in the amount of \$231,374.61 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. Mr. Spiers was absent for the vote.

Attachment: Pay Application 07.

## **7.0 New Business**

### **7.1 Renewal 16<sup>th</sup> Section Public School Trust Land Amendment of Lease**

Mr. David made a motion, seconded by Ms. Strayham, approving and accepting the resolution for the renewal of the 16<sup>th</sup> Section Public School Trust Land Amendment of Lease for the amount of \$1,100.00. Motion passed unanimously. Mr. Spiers was absent for the vote.

Attachment: 16<sup>th</sup> Section Public School Trust Land Amendment of Lease.

### **7.2 Governor Proclamation – Fourth of July**

Ms. Strayham made a motion, seconded by Mr. David, approving July 5, 2024 as a discretionary holiday for the District. Motion passed unanimously. Mr. Spiers was absent for the vote.

Attachment: State of Mississippi Office of the Governor Proclamation.

Mr. Spiers entered the meeting at 9:24 am.

## **8.0 Correspondence**

Included for the Board's review was the following:

- 2024 05 22 Jackson County Planning/Zoning Minutes
- 2024 06 Maintenance Operations Monthly Report

## **9.0 District Operations**

### **9.1 Attorney Report**

Mr. Danos provided an update regarding possible changes to the leave accrual policy, and no action was taken.

## 9.2 Director Report

Updates were given on the following:

- Billing Summary for May 2024
  - \$955,432.45 (compared to \$908,956.09 in May 2023) 5.1% increase
  - 8,639 active customers (compared to 8,446 in May 2023) 2.3% increase
- Water Production – May 2024
  - 63.1 MG - Total Production
  - 57.5 MG – Water Sold
  - 4.6 MG – Flushing
  - 1.0 MG – Unaccounted For (2%)
- Income Statement – FY 2024 for eight months ending May 31, 2024
- Liquid Assets – as of May 31, 2024
- Director’s Memorandum
- Budget Preparation

## 10.0 Executive Session – If So Move

None.

## 11.0 Other Business

None.

## 12.0 Adjournment

A motion was made by Ms. Strayham, seconded by Mr. David, to adjourn the meeting at 9:38 A.M., June 20, 2024. Motion passed unanimously.

  
~~Andrew Westfall~~   
~~SECRETARY/TREASURER~~ WJCUD  
Chairman