

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
February 20, 2025**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting February 20, 2025, 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 9:04 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. 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
Mr. Jason Polite	MP Design Group
Mr. Mack Lister	C.B. Developers, Inc.

Members of the Public:

Ty & Jackie Westover -14021 Cerro Verde
Brad & LaRose Busby – 13525 Stennis Road

2.0 Invocation / Pledge of Allegiance

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

3.0 Change to Meeting Agenda

Remove the following:

- 4.1- Lemoyne Heights
- 10.1- Personnel Matter

4.0 Community Input

Members of the community were able to voice their concerns to the Board of Commissioners regarding billing issues.

4.1 Lemoyne Heights

- Removed from Agenda

5.0 Consent Agenda

5.1 Reading of Previous Minutes – January 16, 2025

5.2 Financial Reports

5.3 Purchase Requisitions

5.4 Docket of Claims

Lines 1 – 81 / \$1,079,658.54

5.5 Leak Credits

5.6 Grinder Station Approvals

Mr. Westfall a motion, seconded by Mrs. Strayham, approving the Consent Agenda as presented. Motion passed unanimously.

Attachments:

January 16, 2025 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. 15 to Bottom 2 Top Construction, LLC in the amount of \$29,571.89, relating to Wastewater Facilities Plan, Phase 3, as recommended by MP Design Group, contingent upon approval by the Mississippi Department of Environmental Quality for currently reimbursable items. Mrs. Strayham seconded the motion, and the motion passed unanimously.

Attachment: Pay Application No. 15.

6.2 Water Distribution Systems Improvements Phase 5

Mr. David made a motion to approve beginning the advertising process for Water Distribution Systems Improvements Phase 5 contingent upon Mississippi Department of Health design approval. Mrs. Strayham seconded the motion, and the motion passed unanimously.

Attachment: Request to Advertise.

6.3 Old Fort Bayou Sewer Replacement Project (David Davis)

Mr. Westfall made a motion to approve beginning the advertising process for Old Fort Bayou Sewer Replacement Project (David Davis) contingent upon Mississippi Department of Environmental Quality design approval. Mrs. Strayham seconded the motion, and the motion passed unanimously.

Mr. Westfall made a motion to approve the Mississippi Department of Environmental Quality's Sub-Award Agreement, Modification No. 1 for the Old Fort Bayou Sewer Replacement Project (David Davis) pertaining to the period of performance. Mrs. Strayham seconded the motion, and the motion passed unanimously.

Attachments:
Request to Advertise
Sub-Award Agreement.

6.4 Wastewater Facilities Plan, Phase 4B

Mrs. Strayham made a motion to approve Wastewater Facilities Plan, Phase 4B Change Order No. 3, from CB Developers, Inc., extending the contract time by 120 days resulting in the new substantial completion date of July 3, 2025, as recommended by MP Design Group and contingent upon approval by Mississippi Department of Environmental Quality. Mr. David seconded the motion, and the motion passed unanimously.

Attachment: Change Order No. 3.

7.0 New Business

7.1 Computer Modeling of Water System

Mr. David made a motion, seconded by Mrs. Strayham, to approve the agreement with Overstreet & Associates for professional services for computer modeling the District's water system. Motion passed unanimously.

Attachment: Overstreet & Associates Agreement.

7.2 Disposal of Assets

Mr. David made a motion, seconded by Mr. Westfall, approving the disposal of assets as presented. Motion passed unanimously.

Attachment: Disposal of Assets List.

7.3 DDG As Needed Miscellaneous Engineering Services

Mrs. Strayham made a motion, seconded by Mr. David, approving the service contract with Duplantis Design Group, PC (DDG) for miscellaneous engineering services as needed within the District. Motion passed unanimously.

Attachment: DDG Contract.

8.0 Correspondence

8.1 2025 01 15 Jackson County Planning/Zoning Minutes

9.0 District Operations

9.1 Attorney Report

9.2 Director Report

Updates were given on the following:

- Billing Summary attached for January 2025
 - \$997,517.19 (compared to \$877,495.90 in January 2024) 13.7%
 - 8,731 active customers (compared to 8,572 in January 2024) 1.9%
- Water Production – January 2025
 - 57.3 MG - Total Production
 - 55.8 MG – Water Sold
 - 2.6 MG – Flushing
 - 1.1 MG – Unaccounted For (-2%)
- Income Statement – FY 2025 for four months ending January 31, 2025

- Liquid Assets – as of January 31, 2025
- Operations & Maintenance Monthly Report – February 2025
- Director's Memorandum

10.0 Executive Session – If So Move

10.1 Personnel Matter
- Removed from Agenda

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. David, seconded by Mrs. Strayham, to adjourn the meeting at 10:09 A.M., February 20, 2025. Motion passed unanimously.



Andrew Westfall
SECRETARY/TREASURER, WJCUD