

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
June 19, 2025**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting June 19, 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 9:02 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. 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

Absent:

Ms. Joan Strayham	Vice-Chairman, WJCUD
Mr. Curtis Spiers	Commissioner, WJCUD

Members of the Public:

Matt Williams, Galloway Law Firm

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 – May 15, 2025**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims** **Lines 1 – 86 / \$1,153,050.03**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

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

Attachments:

May 15, 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. 17 to Bottom 2 Top Construction, LLC in the amount of \$95,115.08, to approve Change Order No. 4 (Final Summary) for Bottom 2 Top Construction, LLC in the deduction amount of \$417,494.58, and to approve Final Pay Application No. 18 to Bottom 2 Top Construction, LLC in the amount of \$165,635.86, all 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. Mr. David seconded the motion, and the motion passed unanimously.

Attachments:

Pay App 17

Change Order No. 4

Pay App 18.

6.1 Wastewater Facilities Plan, Phase 4B

Mr. David made a motion to approve Pay Application No. 16 to C.B. Developers, Inc. in the amount of \$87,800.06, relating to Wastewater Facilities Plan, Phase 4B, as recommended by MP Design Group, contingent upon approval by the Mississippi Department of Environmental Quality for currently reimbursable items. Mr. Westfall seconded the motion, and the motion passed unanimously.

Attachment: Pay App 16.

7.0 New Business

7.1 Water Distribution Systems Improvements Phase 5

Mr. Westfall made a motion to approve awarding the Water Distribution Systems Improvements Phase 5 base bid in the amount of \$5,043,330.00 to C.B. Developers, Inc. contingent upon Mississippi State Department of Health approval of award, seconded by Mr. David, and the motion passed unanimously.

Attachment: Award Recommendation Letter.

8.0 Correspondence

- 8.1 2025 06 13 WJCUD Transmittal to MSDH regarding revised bid package with loan amendment request
- 8.2 2025 06 03 WJCUD Transmittal to MSDH regarding items required after receipt of bids
- 8.3 2025 06 05 WJCUD Transmittal to MSDH regarding Phase 5 Water MBE/WBE and B10 Package
- 8.4 2025 05 21 Jackson County Planning/Zoning Minutes

9.0 District Operations

9.1 Attorney Report

9.1.1 Belle Creek Lift Station Property

9.2 Director Report

Updates were given on the following:

- Billing Summary attached for May 2025

- \$977,543.24 (compared to \$955,432.45 in May 2024) 2.3%
- 8,827 active customers (compared to 8,639 in May 2024) 2.1%
- Water Production – May 2025
 - 65.8 MG - Total Production
 - 54.9 MG – Water Sold
 - 4.6 MG – Flushing
 - 6.3 MG – Unaccounted For (10%)
- Income Statement – FY 2025 for eight months ending May 31, 2025
- Liquid Assets – as of May 31, 2025
- Operations & Maintenance Monthly Report – June 2025
- Director’s Memorandum

10.0 Executive Session – If So Move

10.1.1 Miller litigation

Mr. David made a motion to enter closed session to see executive session is necessary. Mr. Westfall seconded the motion, and the motion passed unanimously.

A motion to enter executive session to discuss the *Miller* litigation was made by Mr. David. The motion was seconded by Mr. Westfall, and passed unanimously.

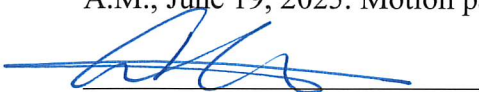
A motion was made by Mr. Westfall to reenter open session. The motion was seconded by Mr. David, and passed unanimously.

11.0 Other Business

None.

12.0 Adjournment

A motion was made by Mr. David, seconded by Mr. Westfall, to adjourn the meeting at 10:18 A.M., June 19, 2025. Motion passed unanimously.



Andrew Westfall
SECRETARY/TREASURER, WJCUD