

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
August 21, 2025**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting August 21, 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 9:00 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 – called in
Mr. Andrew Westfall	Secretary-Treasurer, WJCUD
Mr. Curtis Spiers	Commissioner, WJCUD – called in
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:

Mr. Bryan David	Commissioner, WJCUD
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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 – July 17, 2025**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims** **Lines 1 – 80 / \$854,240.66**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

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

Attachments:

July 17, 2025 Previous Minutes

Financial Reports

Docket of Claims

Leak Credits

Grinder Station Approvals.

6.0 Old Business

6.1 Wastewater Facilities Plan, Phase 4B

Mr. Westfall made a motion to approve Pay Application No. 17 to C.B. Developers, Inc. in the amount of \$362,579.85, and to approve Change Order No. 4 (Final Summary) from C.B. Developers, Inc. for the deduction amount of \$1,125,780.66, both 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. Spiers seconded the motion, and the motion passed unanimously.

Attachments:

Pay App 17

Change Order No. 4

7.0 New Business

7.1 2026 FY Budget Workshop

Attachment: FYE 2026 Budget.

7.2 MS Restore Act Subaward Agreement – WJCUD Sewer Improvements

Mr. Westfall made a motion, seconded by Mr. Spiers, approving the MS Restore Act Subaward Agreement for West Jackson County Utility District sewer improvements. Motion passed unanimously.

Attachment: MS Restore Act Subaward Agreement.

7.3 Disposal of Assets

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

Attachment: Disposal of Assets List.

8.0 Correspondence

- 8.1 2025 07 28 MDEQ letter to WJCUD regarding Phase 3 Sewer Project – MDEQ Approval of Record Drawings
- 8.2 2025 07 28 MDEQ letter to WJCUD regarding Phase 4A Sewer Project – MDEQ Approval of Record Drawings
- 8.3 2025 08 06 MCWI email regarding Grant Funds-Notice of Approval of Grant Closeout – WJCUD Wastewater Ph 3 Project
- 8.4 2025 07 16 Jackson County Planning/Zoning Minutes

9.0 District Operations

9.1 Attorney Report

None.

9.2 Director Report

Updates were given on the following:

- Billing Summary for July 2025
 - \$985,770.73 (compared to \$973,929.52 in July 2024) 1.2%
 - 8,877 active customers (compared to 8,632 in July 2024) 2.8%
- Water Production – July 2025
 - 67.8 MG - Total Production
 - 72.8 MG – Water Sold

- 3.0 MG – Flushing
 - 8.0 MG – Unaccounted For (12%)
- Income Statement – FY 2025 for ten months ending July 31, 2025
 - Liquid Assets – as of July 31, 2025
 - Operations & Maintenance Monthly Report – August 2025
 - Director's Memorandum

10.0 Executive Session – If So Move

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

No action was taken in executive session.

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

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Ms. Strayham, to adjourn the meeting at 10:28 A.M., August 21, 2025. Motion passed unanimously.



Andrew Westfall
SECRETARY/TREASURER, WJCUD