

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
January 28, 2021**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting January 28, 2021 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
Mr. Curtis Spiers	Vice-Chairman, WJCUD
Mr. Joe Bannister	Secretary/Treasurer, WJCUD
Mr. Bryan David	Commissioner, WJCUD (by tele-conference)
Mr. Andy Westfall	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD (by tele-conference)
Mr. John Hannah	General Manager, WJCUD
Mr. Scott Ramsay	Operations Manager, WJCUD
Ms. Lori Goforth	HR Manager/Exec Admin Asst, WJCUD
Ms. Millissa Stork	CSR/Admin Asst, WJCUD
Ms. Tracy Reed	Accountant, WJCUD
Mr. Brian Bennett	New Construction & Compliance Manager, WJCUD
Mr. James Douglass	Compton Engineering
Mr. Kevin Yates	Ward Engineering

Members of the Public:

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

Add 7.4 "Consideration for 1 Board Meeting in February"

4.0 Community Input

None.

5.0 Consent Agenda

- 5.1 Reading of Previous Minutes**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims Lines 1 – 46 / \$545,206.58**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

Mr. Bannister made a motion, seconded by Mr. Spiers, approving the consent agenda. Motion passed unanimously.

6.0 Old Business

6.1 Consideration of Refunding 2013 Revenue Bonds

The General Manager stated that he was still waiting on proposals and not ready to pursue this item yet.

7.0 New Business

7.1 Consideration of Pay Application #1 for Cook Road Corridor Gravity Sewer (Schedule 1)

Kevin Yates reported that the Contractor is ahead of schedule despite working in a muddy mess most of the time.

Mr. Spiers made a motion, seconded by Mr. Westfall, approving Bottom 2 Top Construction Pay Application 1 in the amount of \$129,045.48 as recommended by Ward Engineering. Motion passed unanimously.

7.2 Consideration of Pay Application #1 for Van Eaton Circle Gravity Sewer (Schedule 2)

Kevin Yates reported that the improvements have been installed. There is some finish work that still needs to be completed. The General Manager would like to have a discussion before any paving is done.

Mr. Spiers made a motion, seconded by Mr. Westfall, approving DNA Underground Pay Application 1 in the amount of \$62,114.80 as recommended by Ward Engineering. Motion passed unanimously.

7.3 Consideration of Grinder Service for 8 Additional Lots for Proposed Highland Subdivision at Gulf Hills

9 lots were previously approved for this development and the Developer is asking for 8 additional lots bringing the total to 17. Discussion occurred regarding the District's master plan to require gravity sewer service for any new developments. The Board was concerned that developers might try to obtain low pressure force main sewer a few lots at a time in an attempt to avoid the gravity sewer requirement considering the future development that is anticipated in the Gulf Hills subdivision.

Mr. Spiers made a motion, seconded by Mr. Westfall, to approve the Developer's request for the 8 additional lots with the stipulation that the Developer be put on notice that the Board will not approve any additional lots for low pressure sewer connections in the future in accordance with the District's master sewer plan. Motion passed unanimously.

7.4 Consideration for 1 Board Meeting in February

Mr. Westfall made a motion, seconded by Mr. Bannister, to have only 1 Board Meeting in February on the 18th at 9 A.M., due to scheduling conflicts. Motion passed unanimously.

8.0 Correspondence

Included for the Board's review was the following:

- Compton Engineering letter (2021 01 07) to Planholders regarding Addendum No. 2 for Water Facilities Plan, Phase 4
- Jackson County Planning Commission agenda January 20th, 2021
- James Douglass, Compton Engineering email (2021 01 25) to WJCUD regarding water model scenarios for single elevated tank constructed between Ridgecrest subdivision and I-10

9.0 District Operations

9.1 Attorney Report

Updates were given on the following:

- None

9.2 Manager Report

Updates were given on the following:

- Transition Plan
- Staffing Needs
- Water Tanks
- Damaged fence at Belle Creek subdivision
- Back Bay Resort requesting discussion about required lift station
- Savannah Pines Phase 2 easement
- Property acquisitions for Wastewater Facilities Plan, Phase 3 & 4

10.0 Executive Session – If So Move

None.

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Mr. Bannister, to adjourn the meeting at 09:47 A.M., January 28, 2021. Motion passed unanimously.



Joe Bannister
SECRETARY/TREASURER, WJCUD

ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District (hereinafter, “the District”) has entered a contract with Bottom to Top Construction, LLC relating to the construction of gravity sewer along the Cook Road corridor; and

WHEREAS, Staff requests Board consideration and approval of **Pay Application No. 1** for the amount of **\$129,045.48** as recommended by Ward Engineering for the construction of gravity sewer along the Cook Road corridor; and

WHEREAS, the Board of Commissioners hereby finds that approval of this request is in the best interests of the District;

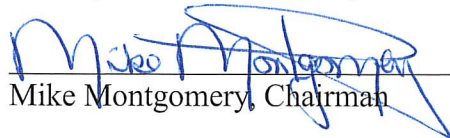
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that Pay Application 1 is hereby approved and authorized.

IT IS FURTHER ORDERED that the General Manager is authorized to execute any and all documents necessary for this purpose.

The motion to approve the foregoing Order was made by Spiers, seconded by Westfall, and the following vote was recorded:

- Chairman Montgomery Yes
- Commissioner Spiers Yes
- Commissioner Bannister Yes
- Commissioner Westfall Yes
- Commissioner David Yes

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 28th day of January, 2021.


Mike Montgomery, Chairman

ATTEST:




ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District (hereinafter, "the District") has entered a contract with DNA Underground relating to the construction of gravity sewer along Van Eaton Circle; and

WHEREAS, Staff requests Board consideration and approval of **Pay Application No. 1** for the amount of **\$62,114.80** as recommended by Ward Engineering for the construction of gravity sewer along the Cook Road corridor; and

WHEREAS, the Board of Commissioners hereby finds that approval of this request is in the best interests of the District;

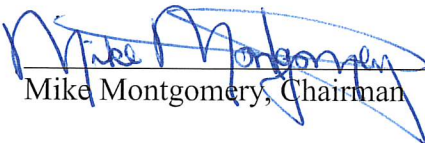
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that Pay Application 1 is hereby approved and authorized.

IT IS FURTHER ORDERED that the General Manager is authorized to execute any and all documents necessary for this purpose.

The motion to approve the foregoing Order was made by Spiers, seconded by Westfall, and the following vote was recorded:

- Chairman Montgomery Yes
- Commissioner Spiers Yes
- Commissioner Bannister Yes
- Commissioner Westfall Yes
- Commissioner David Yes

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 28th day of January, 2021.


Mike Montgomery, Chairman

ATTEST:




ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District (hereinafter, "the District") has been asked to approve grinder sewer service for 8 lots in Highland Hills; and

WHEREAS, Staff requests Board consideration and approval of grinder sewer service for 8 lots in Highland Hills; and

WHEREAS, the Board finds that the proposed grinder sewer service will not result in an additional expenditure by the District in the future, and will not be detrimental to the system as a whole; and

WHEREAS, the Board hereby finds that additional grinder sewer service in this development beyond those currently requested may adversely affect the system, and as such intends to require gravity sewer for the remainder of the development, in accordance with the District's policy and master plan;

WHEREAS, the Board of Commissioners hereby finds that approval of this request is in the best interests of the District;

IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that the request for grinder sewer service for 8 lots in Highland Hills is hereby approved and authorized.

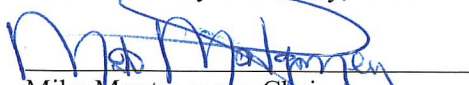
IT IS FURTHER ORDERED that no additional grinder sewer service will be approved for this development, in accordance with the District's policy and master plan.

IT IS FURTHER ORDERED that the General Manager is authorized to execute any and all documents necessary for this purpose.

The motion to approve the foregoing Order was made by Spiers, seconded by Westfall, and the following vote was recorded:

Chairman Montgomery yes
Commissioner Spiers yes
Commissioner Bannister yes
Commissioner Westfall yes
Commissioner David yes

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 28th day of January, 2021.


Mike Montgomery, Chairman

ATTEST:

