

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
May 13, 2021**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting May 13, 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. Bryan David	Commissioner, WJCUD
Mr. Andy Westfall	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD
Mr. John Hannah	General Manager, WJCUD
Mr. Scott Ramsay	Operations Manager, WJCUD
Ms. Lori Goforth	HR Manager – Exec Admin. Asst., WJCUD
Ms. Tracy Reed	Accountant, WJCUD
Mr. Brian Bennett	New Construction & Compliance Manager, WJCUD
Ms. Amanda Parisi	GIS Lead Technician, WJCUD
Mr. Gerrod Kilpatrick	Machado Patano

Members of the Public:

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

Table 6.2

4.0 Community Input

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 – 62 / \$519,566.01**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

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

6.0 Old Business

6.1 Water Well Project

Mr. Spiers made a motion, seconded by Mr. David, approving DNP, Inc. Pay Application 1 in the amount of \$53,200.00 as recommended by Machado Patano. Motion passed unanimously.

6.2 Water Facilities Plan, Phase 4

Tabled

6.3 Real Property Agreement with MS Ventures

Mr. David made a motion, seconded by Mr. Westfall, approving the land swap, in addition to payment of the difference in fair market values and authorizing the General Manager to execute any and all documents required to initiate and close the sale of this property. Motion passed unanimously.

7.0 New Business

7.1 Approval of Annual Newsletter

Mr. Spiers made a motion, seconded by Mr. David, approving the annual Newsletter and Consumer Confidence Report. Motion passed unanimously.

7.2 Permission to Travel

Mr. Westfall made a motion, seconded by Mr. Spiers, authorizing travel to Memphis, TN for the General Manager, Operations Manager, and the Operations Supervisor from May 20, 2021 to May 21, 2021. Motion passed unanimously.

7.3 User Charges – Exhibit 1

Mr. Spiers made a motion, seconded by Mr. David, to amend the User Charge Ordinance to institute a fee of \$50.00 for each additional re-inspection beyond the preliminary and final inspections, as presented. Motion passed unanimously.

7.4 Permission to Solicit Property Owners for Fee Simple & Easement Acquisition

Mr. David made a motion, seconded by Mr. Spiers, granting permission to solicit property owners in the presented chart for Fee Simple & Easement Acquisition. Motion passed unanimously.

8.0 Correspondence

Included for the Board's review was the following:

- WJCUD letter (2021 04 21) to MDOH regarding Board minutes and Compton Engineering Pay Requests
- MDOH letter (2021 04 21) to WJCUD regarding Contract A WFP, Phase 4 construction contract documents
- MDOH letter (2021 04 21) to WJCUD regarding Contract B WFP, Phase 4 construction contract documents
- MDOH letter (2021 05 03) to WJCUD regarding Machado Patano agreement for engineering services for WFP, Phase 4
- WJCUD letter (2021 05 10) to Jackson County Planning Commission regarding re-development hearing on Parker Road
- MEMA-FEMA Obligation Notification for last of 5 obligations
- MDEQ letter (2021 04 21) Loan A #C280870-03-2 with amortization schedule

9.0 District Operations

9.1 Attorney Report

Updates were given on the following:

- American Rescue Plan funds request details should be ready for the next Board Meeting.

9.2 Manager Report

Updates were given on the following:

- Meter Changeouts (AMR to AMI)
- Re-Reads

- Grease Trap Inspections
- Fire Hydrant Testing and Maintenance
- Service Calls
- Billing Summary - April 2021
 - \$764,129.48 (compared to \$782,356.19 in April 2020)
 - 8,096 customers (compared to 7,791 in April 2020) = 3.9 % increase
- Water Well Production - April 2021
 - 51.1 MG Production
 - 52.7 MG metered water sold
 - 3.80 MG estimated water to maintain water quality via flushing
 - MG unaccounted for water losses
- WJCUD is now an ESRI Lighthouse Account
- Continued issues with security cameras. Tapper Security is working on it.
- FY 2021 Income Statement through 6 months
- Grinder Station Price Increases

10.0 Executive Session – If So Move

Mr. Spiers made a motion, seconded by Mr. David, to go into closed session to determine if there is a need for executive session. Motion passed unanimously.

Mr. Spiers made a motion, seconded by Mr. Westfall, to stay in executive session to discuss: acquisition of real property in relation to a tank site and litigation with JCUA. Motion passed unanimously.

No action was taken in executive session.

Mr. Spiers made a motion, seconded by Mr. David, to return to open session. Motion passed unanimously.

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Westfall, seconded by Mr. David, to adjourn the meeting at 11:19 A.M. May 13, 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 DNP, Inc. relating to the construction of water wells within the District boundaries; and

WHEREAS, Staff requests Board consideration and approval of **Pay Application No. 1** for the amount of **\$53,200.00** as recommended by Machdo Patano; and

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

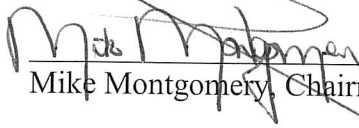
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that Pay Application 1 is hereby approved and authorized.

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

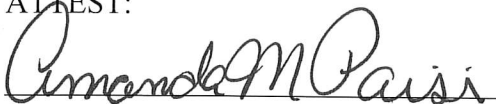
The motion to approve the foregoing Order was made by Spiers, seconded by David, and the following vote was recorded:

Chairman Montgomery Yes
Commissioner Spiers Yes
Commissioner Bannister Absent
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 13th day of May, 2021.


Mike Montgomery, Chairman

ATTEST:





ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District seeks to acquire real property on which to construct District infrastructure;

WHEREAS, pursuant to Mississippi law, acquisition of real property requires the establishment of Just Compensation; and

WHEREAS, West Jackson County Utility District has identified approximately .05 acres of real property (hereinafter, "the Property"), more specifically identified in the attached appraisal summary, that will be acceptable for construction of a said infrastructure; and

WHEREAS, Mississippi Code Annotated Section 43-37-3 provides the process for acquisition of real property and requires a public entity to obtain an appraisal before the initiation of negotiations; and

WHEREAS, the District has obtained an appraisal of the parcel at issue, a summary of which is attached herein and which has been delivered to the property owner; and

WHEREAS, based on the appraisal, West Jackson County Utility District finds it is in the best interests of the District to establish Just Compensation for the above property in the amount of \$5,800.00; and

WHEREAS, the Board finds that the amount of \$5,800.00 is equal to or less than the fair market value of the Property; and

WHEREAS, in partial consideration of this transfer, the current owner has requested a land swap, and wishes to acquire .10 acres of real property currently owned by the District (hereinafter, "swapped Property"); and

WHEREAS, West Jackson County Utility District has obtained an appraisal of the swapped Property, a summary of which is attached herein and which has been delivered to the property owner; and

WHEREAS, based on the above appraisal, West Jackson County Utility District finds that the fair market value of the swapped Property is \$14,000.00; and

WHEREAS, the owner of the Property has agreed to pay to the District the difference between the fair market value of the Property and the swapped Property, which amounts to \$8,200.00, in order to complete the transaction;

IT IS HEREBY ORDERED by the West Jackson County Utility District, that "Just Compensation" for the Property in the amount of \$5,800.00 is hereby established.

IT IS FURTHER ORDERED that the fair market value of the swapped Property is hereby established at \$14,000.00.

IT IS FURTHER ORDERED that accepting a cash payment of \$8,200.00 as the difference between the values of the relevant properties is in the best interest of the District.

IT IS FURTHER ORDERED that the herein described land swap, in addition to payment of the difference in fair market values is hereby approved.

IT IS HEREBY ORDERED by the Board of Commissioners that the General Manager is authorized to execute any and all documents required to initiate and close the sale of this property.

IS FURTHER ORDERED that Bordis & Danos, PLLC is authorized to conduct the closing.

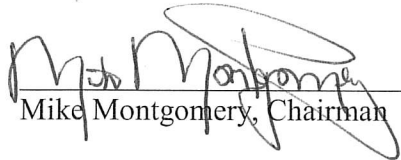
IT IS FURTHER ORDERED by the Board of Commissioners that, if the current owner of the Property rejects the above arrangement, the General Manager and Board Attorney are authorized and directed to proceed with acquisition of the property by eminent domain litigation.

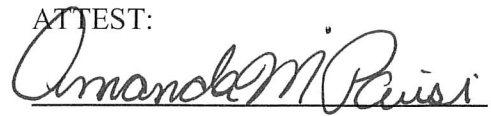
IT IS FURTHER ORDERED that the General Manager is authorized to execute and any and all additional documentation required for this purpose.

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

Chairman Montgomery	<u>Yes</u>
Commissioner Spiers	<u>Yes</u>
Commissioner Bannister	<u>Absent</u>
Commissioner Westfall	<u>Yes</u>
Commissioner David	<u>Yes</u>

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 13th day of May, 2021.


Mike Montgomery, Chairman

ATTEST:




ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District (hereinafter, "the District") provides its customers with an Annual Newsletter and Consumer Confidence Report; and

WHEREAS, the General Manager has requested approval of the attached Annual Newsletter and Consumer Confidence Report; and

WHEREAS, the Board of Commissioners hereby finds that approval of the Annual Newsletter and Consumer Confidence Report is in the best interests of the District;

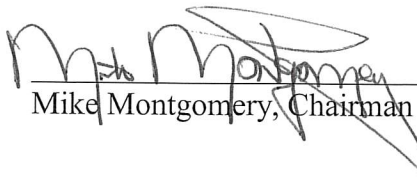
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that the attached Annual Newsletter and Consumer Confidence Report are hereby approved and authorized.

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

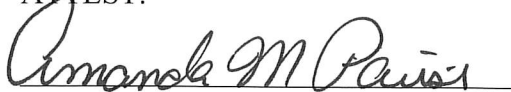
The motion to approve the foregoing Order was made by Spiers, seconded by David, and the following vote was recorded:

Chairman Montgomery Yes
Commissioner Spiers Yes
Commissioner Bannister Absent
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 13th day of May, 2021.


Mike Montgomery, Chairman

ATTEST:





ORDER NUMBER _____

WHEREAS, the General Manager desires to travel to the manufacturing and assembly facility of Memphis Equipment from May 20, 2021 to May 21, 2021 in Memphis, TN; and

WHEREAS, staff requests authorization for the General Manager, Operations Manager, and Operations Supervisor to make the trip;

WHEREAS, the approximate travel costs are attached hereto for Board consideration; and

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

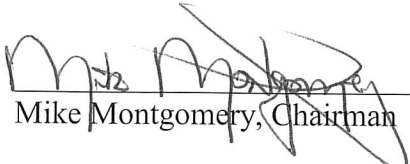
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that the above travel request is approved and authorized.

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 Westfall, seconded by Spiers, and the following vote was recorded:

Chairman Montgomery Yes
Commissioner Spiers Yes
Commissioner Bannister Absent
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 13th day of May, 2021.


Mike Montgomery, Chairman

ATTEST:


Amanda M. Parisi

