

**West Jackson County Utility District  
7200 McCann Road  
Biloxi, Mississippi 39532  
July 8, 2021**

**Regular Meeting**

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**MINUTES**

**1.0 Call Meeting to Order:**

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting July 8, 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, 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. Laura Davis	Accountant, WJCUD
Ms. Virginie Triplett	Bookkeeper, WJCUD
Mr. Gerrod Kilpatrick	Machado Patano

Members of the Public:

Beaux Yancey – Summer Law Clerk with Bordis and Danos, PLLC  
Nora Foster – 15917 Big Ridge Road/Cedar Grove Citizens

**2.0 Pledge of Allegiance**

**3.0 Change to Meeting Agenda**

Add 7.1 – Consideration of Revised Legal Services Contract

**4.0 Community Input**

Nora Foster – 15917 Big Ridge Road addressed the Board regarding the “French Drain” on her property and flooding that has occurred at her location recently. Ms. Foster contends the District’s Contractor has damaged her drain and caused the issue. Mr. Spiers told Ms. Foster that he had been on-site when this breach was supposed to have happened and the Contractor was several feet away from the drain. The Board directed the General Manager to obtain video of the drain to see if an obstruction could be seen.

## **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 – 41 / \$674,147.76**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

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

## **6.0 Old Business**

### **6.1 Water Facilities Plan, Phase 4**

Mr. Spiers made a motion, seconded by Mr. Westfall, approving CB Developers Contract B Pay Application 2 in the amount of \$242,730.92 as recommended by Machado Patano contingent upon MDOH approval for currently reimbursable items. Motion passed unanimously.

### **6.2 Water Well Project**

Mr. Spiers made a motion, seconded by Mr. Bannister, to approve DNP Inc., Pay application 3 in the amount of \$109,250.00. Motion passed unanimously.

## **7.0 New Business**

### **7.1 Consideration of Revised Legal Services Contract**

Mr. Bannister made a motion, seconded by Mr. Spiers to approve the revised legal services contract as presented. Motion passed unanimously.

## **8.0 Correspondence**

Included for the Board's review was the following:

- MsRWA notice to All Members regarding American Rescue Plan Monies
- Delbert Hosemann – Lieutenant Governor letter (2021 06 08) to Kirby Mayfield – MsRWA regarding American Rescue Plan
- JCUA letter (2021 06 21) to Back Bay Resort and Marina regarding incomplete JCUA approvals and sewage discharge
- Ward Engineering letter (2021 07 01) to WJCUD regarding Scarlett Glen Subdivision plan review
- Ward Engineering letter (2021 07 01) to WJCUD regarding Emersyn Estates plan review

- Water and Waste Specialties LLC letter (2021 06 14) to WJCUD regarding chlorine price increase

## 9.0 District Operations

### 9.1 Attorney Report

Updates were given on the following:

- Mr. Spiers made a motion, seconded by Mr. Westfall, instructing the Board Attorney to put the bond company for Miller Enterprises on notice. Motion passed unanimously.
- JCUA surcharge meeting is today (7-8-2021). The Board Attorney will continue to work on a plan of action and report back to the Board.

### 9.2 Manager Report

Updates were given on the following:

- 8-month tracking of FY 2021 Operation Budget
- Water Production – June 2021
  - 53.6 MG Production
    - 55.3 MG metered water sold
    - 4.6 MG estimated water to maintain water quality via flushing
    - (6.3) MG unaccounted for water loss (-12%)
- Billing Summary – June 2021
  - \$818,137.76 (compared to \$766,748.08 in June 2020)
  - 8,159 active customers (compared to 7,900 in June 2020) ....3.2% increase

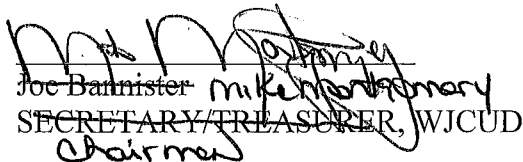
## 10.0 Executive Session – If So Move

None.

## 11.0 Other Business

## 12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Mr. Westfall, to adjourn the meeting at 10:00 A.M., July 8, 2021. Motion passed unanimously.

  
Joe Bannister  
SECRETARY/TREASURER, WJCUD  
Chairman

ORDER NUMBER \_\_\_\_\_

WHEREAS, the West Jackson County Utility District (hereinafter, "the District") has entered Contract B with CB Developers, Inc. (hereinafter, "CBD") relating to Water Facilities Plans, Phase 4; and

WHEREAS, Staff requests Board consideration and approval of **Pay Application No. 2** in the amount of **\$242,730.92** as recommended by Machado Patano, contingent upon approval by the Mississippi Department of Health for currently reimbursable items; and

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

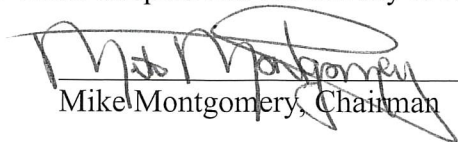
**IT IS THEREFORE ORDERED** by the Board of Commissioners of West Jackson County Utility District, that Pay Application 2 is hereby approved and authorized, contingent upon approval by the Mississippi Department of Health for currently reimbursable items.

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

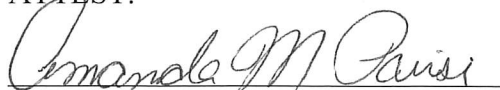
The motion to approve the foregoing Order was made by Spiers, seconded by Westfall, and the following vote was recorded:

Chairman Montgomery YES  
Commissioner Spiers YES  
Commissioner Bannister YES  
Commissioner Westfall YES  
Commissioner David Absent

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 8th day of July, 2021.

  
Mike Montgomery, Chairman

ATTEST:





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. 3** for the amount of **\$109,250.00** as recommended by Machado Patano; and

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

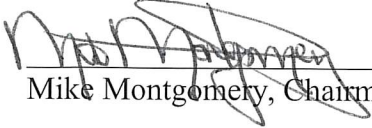
**IT IS THEREFORE ORDERED** by the Board of Commissioners of West Jackson County Utility District, that Pay Application 3 is hereby approved and authorized.

**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 Bannister, and the following vote was recorded:

- Chairman Montgomery YES
- Commissioner Spiers YES
- Commissioner Bannister YES
- Commissioner Westfall YES
- Commissioner David Absent

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 8th day of July, 2021.

  
Mike Montgomery, Chairman

ATTEST:  
  
Amanda M. Parisi





# West Jackson County Utility District

7312 Rose Farm Road  
Ocean Springs, MS 39564

P.O. Box 1230  
Ocean Springs, MS 39566-1230

Phone (228) 872-3898

Fax (228) 872-3861

## BOARD MEETING SIGN IN SHEET

DATE 7 / 8 / 2021

1: Beaux Yancey Summer law Clerk.

2: NORA Foster Cedar Grove Citizens

3: \_\_\_\_\_

4: \_\_\_\_\_

5: \_\_\_\_\_

6: \_\_\_\_\_

7: \_\_\_\_\_

8: \_\_\_\_\_

9: \_\_\_\_\_

10: \_\_\_\_\_