

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
January 13, 2022**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting January 13, 2022, 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,	Secretary/Treasurer, WJCUD (by tele-conference)
Mr. Andy Westfall	Commissioner, WJCUD
Ms. Joan Strayham	Commissioner, WJCUD (by tele-conference)
Mr. Josh Danos	Board Attorney, WJCUD (by tele-conference)
Mr. John Hannah	General Manager, WJCUD
Mr. Scott Ramsay	Operations Manager, WJCUD
Mr. Brian Bennett	New Connections & Compliance Manager, WJCUD
Ms. Lori Goforth	HR Manager – Exec Admin. Asst., WJCUD
Ms. Laura Davis	Accountant, WJCUD
Ms. Amanda Parisi	Assets Manager, WJCUD
Ms. Whitney McCarra	Bookkeeper, WJCUD
Mr. Gerrod Kilpatrick	Machado Patano

Members of the Public:

Matt Williams – Galloway Johnson
Mark Hare – 6001 Switzer Cove
Russell Miller – Miller Enterprises, LLC

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

None

4.0 Community Input

Mark Hare – 6001 Switzer Cover addressed the Board regarding his water volume and was wanting to know what options were available to obtain increased volume. The General Manager told Mr. Hare that Brian Bennett would call him to discuss his options after the Board Meeting.

Russell Miller – Miller Enterprises, LLC addressed the Board to request leniency from the District regarding sunken lines that remain unrepaired. Mr. Miller stated the problem came about as a result of soil issues and the lines were bored by a very reputable contractor. Mr. Miller doesn't know what else he can do. Matt Williams – Galloway Johnson stated that the item needs to be discussed in executive session.

5.0 Consent Agenda

5.1. Reading of Previous Minutes (pulled from consent agenda)

5.2 Financial Reports

5.3 Purchase Requisitions

5.4 Docket of Claims

Lines 1 – 72 / \$899,622,.43

5.5 Leak Credits

5.6 Grinder Station Approvals

Mr. Spiers made a motion, seconded by Mr. Westfall, approving the Consent Agenda (minus the previous minutes) as presented. Motion passed unanimously.

6.0 Old Business

6.1 Water Well Project

Mr. Spiers made a motion, seconded by Mr. Westfall, approving DNP, Inc Pay Application 8 in the amount of \$46,459.74 as recommended by Machado Patano. Motion passed unanimously.

7.0 New Business

7.1 Disposal of Assets

Mr. Westfall made a motion, seconded by Mr. Spiers, approving the disposal or sale of such property as presented. Motion passed unanimously.

7.2 Contract with Miller Enterprises, LLC

This item was discussed in executive session.

8.0 Correspondence

Included for the Board's review was the following:

- WJCUD Statement (2021 12 16) to Windsor Park Civic Association regarding the replacement of water mains in their area
- WJCUD sample letter to Commercial Customer – Meter Changeout
- WJCUD sample letter to Commercial Customers – Register Changeout
- WJCUD letter (2022 01 06) to Answering Service regarding “after hours” On-Call instructions
- Fletcher & Co. letter (2021 12 16) to WJCUD regarding FY 2021 Audit Engagement letter

9.0 District Operations

9.1 Attorney Report

Items will be discussed in executive session

9.2 Manager Report

Updates were given on the following:

- ❖ Billing Summary attached for December 2021 (adjusted)
 - \$820,001.02 (compared to \$765,769.00 in December 2020)
 - 8,234 active customers (compared to 8,056 in December 2020)
- ❖ Water Production – December 2021
 - Well Meters installed over the last few months need to be checked for calibration
- ❖ WWFP Phase 3: Submittal to MDEQ on or around January 21, 2022
 - All easements in hand
 - Receive bids in May 2022
- ❖ WWFP Phase 4: Submittal to MDEQ made on December 27, 2021
 - Contract A: North of I-10
 - All easements in hand
 - Receive bids in February 2022
 - Contract B: South of I-10
 - One outstanding easement to require eminent domain (Seymour)
 - Receive bids in July 2022
- ❖ 2021 12 15 Jackson County Planning Commission Minutes
- ❖ Bond for sewage lift station (\$250,000) to be constructed by developer of Bay Back RV Resorts
- ❖ MOA regarding Alexis Crossing Subdivision
- ❖ Review of Developments

- ❖ Moreton Lift Station
 - Checked Wager filter media (on top) is fresh and not in need of replacement
 - Unit + Media (\$5K+\$5K = \$10K)
 - Installed a fresh new 20-lb deodorizer block, the in-place unit was used up
 - Pricing the cost of constructing a 50-60' SS or coated iron vent pipe (eye sore)
 - A supported height of 50-60' height be pricy
- ❖ JCUA Pine Ave. Lift Station

10.0 Executive Session – If So Move

Mr. Spiers made a motion, seconded by Mr. Westfall, to go into closed session to determine whether executive session is necessary and proper. Motion passed unanimously.

Mr. Spiers made a motion, seconded by Mr. Westfall, to stay in executive session to discuss: potential litigation with Miller Enterprises. Motion passed unanimously.

Mr. Westfall made a motion, seconded by Mr. Spiers, to authorize and approve the firms of Galloway Johnson and Bordis & Danos to file suit against Miller Enterprises and its bonding company for defects associated with a sagging sewer line constructed by Miller. Motion passed unanimously.

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

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Mr. Westfall, to adjourn the meeting at 10:40 A.M., January 13, 2022. Motion passed unanimously.



Bryan David
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. 8** for the amount of **\$46,459.74** 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;

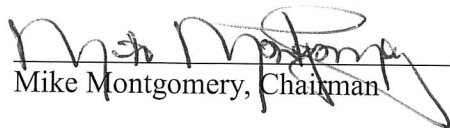
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that Pay Application 8 is hereby approved and authorized.

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

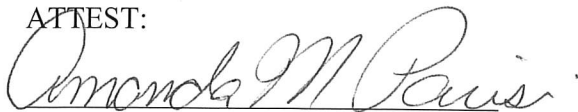
The motion to approve the foregoing Order was made by Spiers, seconded by Westfall, and the following vote was recorded:

Chairman Montgomery Yes
Commissioner Spiers Yes
Commissioner Strayham Yes (tele-conference)
Commissioner Westfall Yes
Commissioner David Yes (tele-conference)

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


Mike Montgomery, Chairman

ATTEST:





ORDER NUMBER _____

WHEREAS, the West Jackson County Utility District (hereinafter, "the District") desires to dispose of certain personal property (identified on the attached documentation) which has no further District use; and

WHEREAS, the District hereby finds that sale and/or disposal of such property is in the best interest of the District; and

WHEREAS, the District finds that all personal property identified as "Trash" on the attached documentation has no value, and that it may therefore be disposed of through the local garbage collection system; and

WHEREAS, the District finds that all personal property identified as "Auction" on the attached documentation may be disposed of by public sale or by auction, as defined in Miss. Code Ann. § 17-25-25; and

IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that the personal property identified as "Trash" on the attached documentation has no value, and the General Manager is directed to dispose of it through the local garbage collection system.

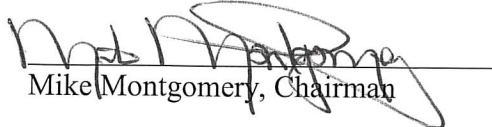
IT IS FURTHER ORDERED that the General Manager is directed to dispose of all personal property identified as "Auction" on the attached documentation by public sale or by auction, as defined in Miss. Code Ann. § 17-25-25.

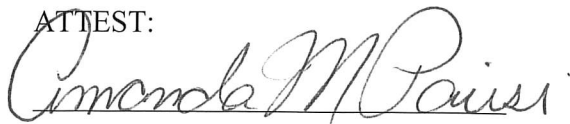
IT IS FURTHER ORDERED that the General Manager is authorized to execute any and all documents necessary for this purpose.

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 Strayham yes (tele-conference)
Commissioner Westfall yes
Commissioner David yes (tele-conference)

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


Mike Montgomery, Chairman

ATTEST:






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 1 / 13 / 2022

- 1: Matt Williams - Colbun Johnson
- 2: Mark Hare 6001 Switzer
- 3: Russell Miller Bot Miller ENT
- 4: _____
- 5: _____
- 6: _____
- 7: _____
- 8: _____
- 9: _____
- 10: _____