

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
March 10, 2022**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting March 10, 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. Andy Westfall	Commissioner, WJCUD
Ms. Joan Strayham	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD
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
Ms. Donna Catalanatto	Administrative Assistant/HR, WJCUD

Members of the Public:

2.0 Pledge of Allegiance

3.0 Change to Meeting Agenda

4.0 Community Input

None

5.0 Consent Agenda

5.1. Reading of Previous Minutes

5.1.1 2022 02 24 Minutes

5.1.2 2021 01 14 Amend previously approved Minutes to include Documentation of settlement agreement

5.2 Financial Reports

5.3 Purchase Requisitions

5.4 Docket of Claims

Lines 1 – 53 / \$653,709.36

5.5 Leak Credits

5.6 Grinder Station Approvals

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

6.0 Old Business

6.1 Water Well Project

Mr. Spiers made a motion, seconded by Ms. Strayham approving DNP Inc., Pay Application 11 in the amount of \$166,896.01 as recommended by Machado Patano. Motion passed unanimously.

7.0 New Business

7.1 Acquisition of Parcel ID 06461067.050

This item was discussed in executive session.

8.0 Correspondence

Included for the Board's review was the following:

- Biloxi Bay RV Resort email (2022 03 04) to WJCUD regarding new lift station location (bonded)
- Raymond James email (2022 03 04) to WJCUD regarding refunding of 2013 bonds (potential conversion to tax exempt at call date of bonds)
- MDOH letter (2022 02 23) to WJCUD regarding approval of Contract A Change Order No. 1
- MDOH letter (2022 02 23) to WJCUD regarding approval of Contract B Change Order No. 1

9.0 District Operations

9.1 Attorney Report

- Update on Miller Lawsuit
- Items will be discussed in executive session

9.2 Manager Report

Updates were given on the following:

- ❖ MOA regarding Alexis Crossing Subdivision
 - Waiting on Developer's Engineer
 - M-P preparing 2nd set (includes continuance to Quail Creek & Dove Plains LS's
 - Material prices – Brian
- ❖ Billing Summary attached for February 2022
 - \$824,221.17 (compared to \$700,866.10 in February 2021)
 - 8,250 active customers (compared to 8,058 in January 2021)
- ❖ Water Production – February 2022
 - 47.1 MG – Total Production
 - 51.2 MG – Water Sold
 - 2.6 MG – Flushing
 - -6.7 MG – Unaccounted for (leaks, theft), Approx. -14%
- ❖ Quotes for Two-piece steel poles (lap spliced at mid-height)
 - Total material cost of this quote exceeds 50k
 - 2nd Price required, at a minimum, or bidding
- ❖ 2022 02 16 Jackson County Planning Commission Minutes

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.

Ms. Strayham made a motion, seconded by Mr. Westfall, to stay in executive session to discuss: parcel acquisition involving Jackson County and Singing River Hospital. Motion passed unanimously.

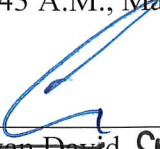
No action was taken in executive session.

Mr. Westfall made a motion, seconded by Ms. Strayham, 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 09:43 A.M., March 10, 2022. Motion passed unanimously.



Bryan David Curtis Spiers
SECRETARY/TREASURER, WJCUD
Vice-Chairman

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. 11** for the amount of **\$166,896.01** 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;

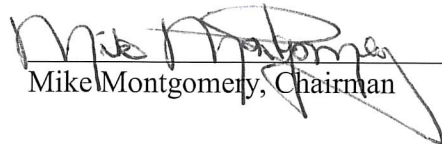
IT IS THEREFORE ORDERED by the Board of Commissioners of West Jackson County Utility District, that Pay Application 11 is hereby approved and authorized.

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 _____
Commissioner Spiers _____
Commissioner Strayham _____
Commissioner Westfall _____
Commissioner David _____

WHEREUPON, the Board of Commissioners of West Jackson County Utility District, declared the motion carried and the Order adopted this the 10th day of March, 2022.


Mike Montgomery, Chairman

ATTEST:





West Jackson County Utility District

Docket of Claims

As of March 10, 2022

	Vendor			
1	Ace Data Storage, Inc.	30.00		30.00
2	AGJ Systems & Network (2 invoices)	3,107.50		3,107.50
3	All Occasion Flags & Banners (Sylvia Sprately	160.80		160.80
4	Blue Cross Blue Shield	20,433.80	Auto Draft	20,433.80
5	Bordis & Danos, PLLC	5,000.00		5,000.00
6	Center Point Energy (2 invoices)	293.93	Paid Online	293.93
7	Cintas Corporation (2 invoices)	911.71		911.71
8	Coast Chlorinator & Pump (3 invoices)	7,149.00		7,149.00
9	David, Bryan	80.00		80.00
10	Delta World Tire (GB Auto Services, Inc)	19.39		19.39
11	DMS Mail Management Inc. (2 Invoices)	5,169.59	Auto Draft	5,169.59
12	Dunaway Small Engine	150.00		150.00
13	First Advantage	195.71		195.71
14	Fuelman	2,677.44	Paid Online	2,677.44
15	Gulf Breeze Landscaping	500.00		500.00
16	Gulf Coast Pump (4 invoices)	28,170.50		28,170.50
17	Gulf South Janitorial (Nicole Regan)	950.00		950.00
18	IBS of South Mississippi	167.95		167.95
19	IVR Technology Group	228.80		228.80
20	Jackson County Utility Authority	178,507.00		178,507.00
21	Kloud 7 LLC	253.02		253.02
22	Lowe's	778.25	Paid Online	778.25
23	Magnolia Consultants	1,750.00		1,750.00
24	Masset Supply Company (NAPA)	68.35		68.35
25	Michael Montgomery	80.00		80.00
26	Micro-Methods, Inc. (2 invoices)	320.00		320.00
27	Mississippi Power	129.48	Auto Draft	129.48
28	Mississippi Utilities (Ferguson) 10 Invoices	5,371.12		5,371.12
29	MS. Coast Supply Co., Inc.	73.80		73.80
30	Office Depot (9 invoices)	536.90		536.90
31	Petty Cash	84.08		84.08
32	Pittmann Howdeshell, (6 invoices)	2,051.60		2,051.60
33	Sams Club CC	158.20	Paid Online	158.20
34	South Ms. Business Machine	290.13		290.13
35	Southern Tire Mart	1,113.85		1,113.85
36	Spiers, Curtis	80.00		80.00
37	Strayham, Joan	80.00		80.00
38	Uniti Fiber (Southern Light LLC)	525.00		525.00
39	Verizon Connect	39.75		39.75
40	Waring Oil Company	1,383.75		1,383.75
41	Waste Pro	212.58	Auto Draft	212.58
42	Westfall, Andrew	40.00		40.00
43	Deposit Refunds	\$3,840.66		3,840.66
TOTAL ACCOUNTS PAYABLE		\$273,163.64		\$273,163.64
Notes Payable, P/R, Taxes				

West Jackson County Utility District
Docket of Claims
As of March 10, 2022

	Vendor			
44	Payroll period paid 2/28/22 Net	\$34,706.66	DD	\$34,706.66
45	PR taxes for 2/28/22 Form 941	\$10,449.81	Paid Online	\$10,449.81
46	PERS contributions Feb 2022	\$26,332.58	Paid Online	\$26,332.58
47	MS State Payroll Whldg FEB 2022 PR	\$3,468.00	Paid Online	\$3,468.00
48	MS State Sales Tax FEB 2021	\$8,897.41	Paid Online	\$8,897.41
49	AFLAC (Employee Funded)	\$1,234.64	Paid Online	\$1,234.64
50	MSDEQ SRF C280870-01-02	\$21,397.96		\$21,397.96
51	State Treasury Fund#3303-03,04, 05, 06 & 07	\$66,403.48		\$66,403.48
	Total N/P, P/R & Taxes	\$172,890.54		\$172,890.54
	TOTAL OPERATING FUNDS DOCKET	\$446,054.18		\$446,054.18
	Construction Payments			
	<u>APPROVED-BOARD MEETING: 02/24/22</u>			
52	CB Developers Pay App #10 Contract A	\$105,417.88		\$105,417.88
53	CB Developers Pay App #10 Contract B	\$102,237.30		\$102,237.30
				\$0.00
	TOTAL CONSTRUCTION PAYMENTS	\$207,655.18		\$207,655.18
	MISC			
				\$0.00
	TOTAL SIGNED/PAID	\$0.00		\$0.00
	TOTAL DOCKET			\$653,709.36