

**West Jackson County Utility District  
7200 McCann Road  
Biloxi, Mississippi 39532  
March 24, 2022**

**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 March 24, 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. Donna Catalanatto	Administrative Assistant, WJCUD
Ms. Laura Davis	Accountant, WJCUD
Ms. Whitney McCarra	Bookkeeper, WJCUD
Ms. Amanda Parisi	Assets Manager
Mr. Gerrod Kilpatrick	Machado Patano

Members of the Public:

Tommy Brodnax – 15624 Ramsay Lane

**2.0 Pledge of Allegiance**

**3.0 Change to Meeting Agenda**

None

**4.0 Community Input**

Mr. Tommy Brodnax, customer residing at 15624 Ramsay Lane, addressed the Board to dispute base rate increases based upon his meter size that became effective in October 2021. The Board suggested that he could down grade to a smaller meter size to reduce his bill, but he was not agreeable to that at this time.

## **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 – 42 / \$386,952.16**

### **5.5 Leak Credits**

### **5.6 Grinder Station Approvals**

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

## **6.0 Old Business**

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

Mr. Spiers made a motion, seconded by Mr. Westfall, approving CB Developers, Inc. Contract A Pay Application 11 in the amount of \$125,237.55 as recommended by Machado Patano, contingent upon approval by MDOH for currently reimbursable items. Motion passed unanimously.

### **6.2 Water Facilities Plan, Phase 4, Contract B**

Mr. Spiers made a motion, seconded by Mr. Westfall, approving CB Developers, Inc. Contract B Pay Application 11 in the amount of \$102,939.47 as recommended by Machado Patano, contingent upon approval by MDOH for currently reimbursable items. Motion passed unanimously.

## **7.0 New Business**

### **7.1 Acquisition of Easement – PIDN 06461067.050**

Mr. Westfall made a motion, seconded by Ms. Strayham, authorizing Bordis Danos, PLLC to request an easement on PIDN 06461067.050 as depicted on drawing by Machado Patano. Motion passed unanimously.

### **7.2 Renewal of Line of Credit w/ M & M Bank**

Mr. Westfall made a motion, seconded by Mr. Spiers, authorizing the renewal of the line of credit with M & M Bank. Motion passed unanimously.

### **7.3 Consideration of Change in Board Meeting Frequency**

Discussion only.

## **8.0 Correspondence**

Included for the Board's review was the following:

- WJCUD letter (2022 03 14) to Jackson County Planning Commission regarding Cypress Winds Phase 2 Final Plat
- MDOH letter (2022 03 02) to WJCUD regarding a Single Audit Act Report for Drinking Water Improvements
- Pittman Howdeshell, PLLC letter (2022 02 28) to WJCUD regarding Eminent Domain Civil Action No. 2021-21,251 (Utility Easement)
- Pittman Howdeshell, PLLC letter (2022 02 28) to WJCUD regarding Eminent Domain Civil Action No. 2021-21,259 (Final Judgment)

## **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:

- ❖ Easement along Lemoyne Blvd from Lam Ty Adams & Kim Thu Tran
- ❖ Email regarding 9517 Theriot Avenue
- ❖ FY 2022 Income Statement – thru 5 months

## **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. Westfall made a motion, seconded by Mr. Spiers, to enter executive session to discuss: JCUA litigation and potential litigation with Tommy Brodnax. Motion passed unanimously.


No action was taken in executive session.

Ms. Strayham made a motion, seconded by Mr. Westfall, 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 10:15 A.M., March 24, 2022. Motion passed unanimously.

A handwritten signature in black ink, appearing to read "AST", is written over a horizontal line. The signature is stylized and somewhat illegible.

Bryan David  
SECRETARY/TREASURER, WJCUD

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

**WHEREAS**, the West Jackson County Utility District (hereinafter, "the District") has entered Contract A 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. 11** in the amount of **\$125,237.55** 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;

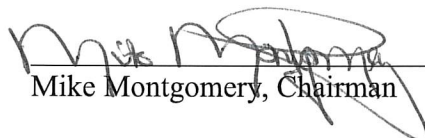
**IT IS THEREFORE ORDERED** by the Board of Commissioners of West Jackson County Utility District, that Pay Application 11 is hereby approved and authorized, contingent upon approval by the Mississippi Department of Health for currently reimbursable items.

**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 Strayham 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 24th day of March, 2022.

  
Mike Montgomery, Chairman

ATTEST:  
Donna Catalanatto



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. 11** in the amount of **\$102,939.47** 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;

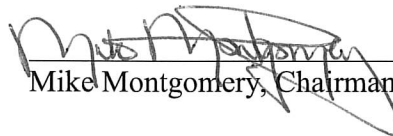
**IT IS THEREFORE ORDERED** by the Board of Commissioners of West Jackson County Utility District, that Pay Application 11 is hereby approved and authorized, contingent upon approval by the Mississippi Department of Health for currently reimbursable items.

**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 Strayham 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 24th day of March, 2022.

  
Mike Montgomery, Chairman

ATTEST:

Donna Catalanatto



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

**WHEREAS**, M&M Bank recently approved renewal of the West Jackson County Utility District (hereinafter, "the District") line of credit; and

**WHEREAS**, the District desires renewal of the line of credit for use in relation to all lawful and permissible purposes; and

**WHEREAS**, the Board of Commissioners hereby finds that authorization of this renewal is in the best interests of the District;

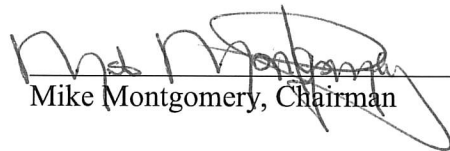
**IT IS THEREFORE ORDERED** by the Board of Commissioners of the West Jackson County Utility District, that the District is authorized to renew the M&M line of credit.

**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  
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 24th day of March, 2022.

  
Mike Montgomery, Chairman

ATTEST:

Donna Catalanatto





# West Jackson County Utility District

Physical Address:  
7200 McCann Road  
Biloxi, MS 39532

Mailing Address:  
P.O. Box 1230  
Ocean Springs, MS 39566-1230

Phone (228) 872-3898

[www.wjcupd.com](http://www.wjcupd.com)

Fax (228) 872-3861

## BOARD MEETING SIGN IN SHEET

DATE 03/24/2022

1: Tommy Brodnax - 15624 Pansy Lane

2: \_\_\_\_\_

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

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

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

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

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

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

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

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



## West Jackson County Utility District

## Docket of Claims

As of March 24, 2022

1	Allied Universal Corporation	1,250.00		1,250.00
2	American Public Works	370.00		370.00
3	AnSer	1,389.73		1,389.73
4	Bay Pest Control, Inc.	75.00		75.00
5	Boot Outlet	133.70		133.70
6	BXS Insurance (1 Inv / 1 Credit)	381.00		381.00
7	Card Member Service (ELAN CC)	950.96	<b>Paid Online</b>	950.96
8	Cintas Corporation (2 Invoices)	1,384.62		1,384.62
9	Coast Chlorinator & Pump	690.75		690.75
10	C-Spire	409.86	<b>Auto Draft</b>	409.86
11	D&H Auto Repair & Wrecker Service	150.00		150.00
12	DMS Mail Management	1,630.10	<b>Auto Draft</b>	1,630.10
13	Fuelman (2 invoices)	2,214.20	<b>Paid Online</b>	2,214.20
14	Galloway, Johnson, Tompkins, Burr & Smith	573.25		573.25
15	Guardian Insurance	2,084.20	<b>Auto Draft</b>	2,084.20
16	Gulf Coast Pump (2 invoices)	27,905.00		27,905.00
17	IBS of South Mississippi (2 invoices)	854.91		854.91
18	Jack Henry	313.30	<b>Auto Draft</b>	313.30
19	Machado/Patano, PLLC (4 invoices)	17,205.00		17,205.00
20	Masset Supply Company (NAPA)	76.26		76.26
21	Micro-Methods, Inc. (4 invoices)	390.00		390.00
22	Mississippi Utilities - Fergusons (14 invoices)	10,297.60		10,297.60
23	Mobile Solvent and Supply	2,340.00		2,340.00
24	Mr. Lenny's Technet Automotive (2 invoices)	250.80		250.80
25	Office Depot (3 invoices)	190.99		190.99
26	Pittman Howdeshell, PLLC - Land ACQ-Nguyen	5,900.00		5,900.00
27	Ranchland Tractor & ATV, LLC	108.82		108.82
28	Singing River Electric (3)	16,456.97	<b>Auto Draft</b>	16,456.97
29	Singing River Health Services (2 invoice)	196.50		196.50
30	Southern Linc	647.34		647.34
31	Southern Pipe & Supply (2 invoices / 1 credit)	872.50		872.50
32	Southern Pro Truck	589.00		589.00
33	Synco/Amazon CC	472.41	<b>Paid Online</b>	472.41
34	Val Security LLC	334.86		334.86
35	Waring Oil	455.01		455.01
36	Deposit Refunds	\$2,353.28		2,353.28
	<b>TOTAL ACCOUNTS PAYABLE</b>	<b>\$101,897.92</b>		<b>\$101,897.92</b>
	<b>Notes Payable, P/R, Taxes</b>			
37	Payroll period paid 03/14/22 net	\$36,322.79	<b>DD</b>	\$36,322.79
38	Payroll taxes for 03/14/22 pr Form 941	\$10,909.99	<b>Paid Online</b>	\$10,909.99
39	MSDEQ SRF C280870-04-2 (CK)	\$18,783.65		\$18,783.65
40	MS. DEQ SCP Payment	\$12,245.38		\$12,245.38
41	MSDEQ SRF C280870-03-02 (New)	\$39,896.42		\$39,896.42
	Total N/P, P/R & Taxes	<b>\$118,158.23</b>		<b>\$118,158.23</b>
	<b>TOTAL OPERATING FUNDS DOCKET</b>	<b>\$220,056.15</b>		<b>\$220,056.15</b>
	<b>Construction Payments</b>			
	<b>APPROVED-BOARD MEETING: 02/10/22</b>			
42	DNP - Pay App #11 Water Well Project	\$166,896.01		\$166,896.01
	<b>TOTAL CONSTRUCTION PAYMENTS</b>	<b>\$166,896.01</b>		<b>\$166,896.01</b>
	<b>TOTAL DOCKET</b>			<b>\$386,952.16</b>