

**West Jackson County Utility District
7200 McCann Road
Biloxi, Mississippi 39532
January 18, 2024**

Regular Meeting

MINUTES

1.0 Call Meeting to Order:

The West Jackson County Utility District (WJCUD) convened the scheduled board meeting January 18, 2024, 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
Ms. Joan Strayham	Vice-Chairman, WJCUD
Mr. Andrew Westfall	Secretary/Treasurer, WJCUD – called in
Mr. Curtis Spiers	Commissioner, WJCUD
Mr. Josh Danos	Board Attorney, WJCUD
Mr. Anthony Greer	Director, WJCUD
Mr. Brian Bennett	Deputy Director, WJCUD
Ms. Laura Davis	Financial Controller, WJCUD
Ms. Whitney McCarra	Accountant II, WJCUD
Ms. Amanda Parisi	Assets Manager & Grants Administrator, WJCUD
Ms. Donna Catalanatto	Human Resources Manager, WJCUD
Mr. Gerrod Kilpatrick	MP Design Group

Members of the Public:

Damon Westfaul, Lemoyne Blvd. Baptist Church

2.0 Invocation / Pledge of Allegiance

Opening prayer was given by Damon Westfaul of Lemoyne Blvd. Baptist Church.

3.0 Change to Meeting Agenda

4.0 Community Input

5.0 Consent Agenda

- 5.1 Reading of Previous Minutes – January 18, 2024**
- 5.2 Financial Reports**
- 5.3 Purchase Requisitions**
- 5.4 Docket of Claims** **Lines 1 – 75 / \$1,719,649.16**
- 5.5 Leak Credits**
- 5.6 Grinder Station Approvals**

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

6.0 Old Business

6.1 Old Fort Bayou Road Project

Ms. Strayham made a motion, seconded by Mr. Spiers, approving the resolution as presented. Motion passed unanimously.

6.2 Wastewater Facilities Plan, Phase 3

Ms. Strayham made a motion, seconded by Mr. Spiers, approving Wastewater Facilities Plan, Phase 3, Pay Application No. 02 to Bottom 2 Top, LLC in the amount of \$284,316.11 as recommended by MP Design Group contingent upon MDEQ approval. Motion passed unanimously.

6.3 Wastewater Facilities Plan, Phase 4B

Ms. Strayham made a motion, seconded by Mr. Spiers, approving Wastewater Facilities Plan, Phase 4B, Pay Application No. 02 to CB Developers, Inc. for the amount of \$284,464.92, as recommended by MP Design Group contingent upon MDEQ approval. Motion passed unanimously.

7.0 New Business

8.0 Correspondence

Included for the Board's review was the following:

- WJCUD Organizational Chart (2024 01 16)
- WJCUD Board Member Listing (2024 01 16)

- Maintenance Operations Weekly Report (2024 01 09)
- Jackson County Planning / Zoning Meeting Minutes (2023 12 20)

9.0 District Operations

9.1 Attorney Report

- JCUA Advisory Finance Committee

Mr. Spiers made a motion, seconded by Ms. Strayham, appointing the WJCUD Board Attorney and the WJCUD Financial Controller as WJCUD representatives to the JCUA Advisory Finance Committee. Motion passed unanimously.

9.2 Director Report

Updates were given on the following:

- Billing Summary for December 2023
 - \$914,156.33 (compared to \$885,301.67 in December 2022) 3.3 % increase
 - 8,534 active customers (compared to 8,351 in December 2022) 2.2 % increase
- Water Production – December 2023
 - 62.3 MG - Total Production
 - 50.8 MG – Water Sold
 - 5.0 MG – Flushing (-4%)
 - 6.3 MG – Unaccounted For (-10%)
- Income Statement – FY 2024 three months ending December 31, 2023
- Liquid Assets – as of December 31, 2023

10.0 Executive Session – If So Move

11.0 Other Business

12.0 Adjournment

A motion was made by Mr. Spiers, seconded by Ms. Strayham, to adjourn the meeting at 9:39 A.M., January 18, 2024. Motion passed unanimously.

Andrew Westfall
SECRETARY/TREASURER, WJCUD