

HARRISON COUNTY UTILITY AUTHORITY  
BOARD MEETING  
May 20, 2021

Be it remembered that a meeting of the Harrison County Utility Authority Board of Directors was held on May 20, 2021 at 9:00 a.m. at the Harrison County Utility Authority Board Room, at 10271 Express Drive in Gulfport, Mississippi. In attendance were:

BOARD AND STAFF:

- Mayor Billy Hewes, City of Gulfport, Director
- Mayor Chipper McDermott, City of Pass Christian, Director
- Mayor Andrew "Fofu" Gilich, City of Biloxi, Director
- Mayor George Bass, City of Long Beach, Director
- Mr. Al Gombos, representing the City of D'Iberville
- Supervisor Marlin Ladner, Harrison County (1), Director
- Mr. John Wilson, Executive Director, HCUA
- Mr. Alan Lane, Solid Waste Coordinator, HCUA
- Ms. Cindy Breaux, Chief Financial Officer, HCUA
- Ms. Sheila Marsh, Office Manager, HCUA
- Mr. James Simpson, Wise Carter, Attorneys and Esquire
- Supervisor Connie Rockco, Harrison County (2), Director - via Telecom

ABSENT:

AUDIENCE:

- Brett Pund, The Focus Group
- Charles Roberts, Pelican Waste
- Tommy Thibodeaux, Pelican Waste
- Shea Magee, Waste Management
- Bernie Parker, City of Long Beach, Councilman
- James Rafferty, Mayoral Candidate, City of Pass Christian

Letters of Designations are attached hereto as exhibit "A".

There being a quorum sufficient to transact business of the Authority, Mayor Billy Hewes, representing City of Gulfport, called the meeting to order. The following proceedings were had and done.

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**A. Opening Prayer and Pledge of Allegiance**

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**B. Public Comments**

Mayor Billy Hewes opened the floor for public comments.

Mr. Al Gombos noted that Ms. Lisa Verhovshek with Wise Carter, Attorneys Esquire was listed in public section of minutes for Special Board Meeting, May 11, 2021. Mr. Gombos added that Ms. Verhovshek should be listed in Board and Staff section of board minutes.

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**C. Approval of the Claims Docket dated May 20, 2021**

Mr. Al Gombos made a motion to approve the Claims Docket dated May 20, 2021, seconded by Mayor George Bass. A roll call vote resulted in the following:

Biloxi	voted	aye
Gulfport	voted	aye
D'Iberville	voted	aye
Long Beach	voted	aye
Harrison County (1)	voted	aye
Harrison County (2)	voted	aye
Pass Christian	voted	aye

The motion passed. A copy of the Claims Docket is attached hereto as exhibit "B".

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**D. Approval of Board Meeting Minutes dated May 6, 2021**

Mayor "Fofu" Gilich made a motion to approve the Board Meeting Minutes dated May 6, 2021, seconded by Mayor Chipper McDermott. A roll call vote resulted in the following:

Biloxi	voted	aye
Gulfport	voted	aye
D'Iberville	voted	aye
Long Beach	voted	aye
Harrison County (1)	voted	aye
Harrison County (2)	voted	aye
Pass Christian	voted	aye

The motion passed. A copy of Board Meeting Minutes dated May 6, 2021 is attached hereto as exhibit "C".

**E. Approval of Special Board Meeting Minutes dated May 11, 2021**

Mayor Chipper McDermott made a motion to approve the Special Board Meeting Minutes dated May 11, 2021, seconded by Mayor George Bass. A roll call vote resulted in the following:

Biloxi	voted	aye
Gulfport	voted	aye
D'Iberville	voted	aye
Long Beach	voted	aye
Harrison County (1)	voted	aye
Harrison County (2)	voted	aye
Pass Christian	voted	aye

The motion passed. A copy of Special Board Meeting Minutes dated May 11, 2021 is attached hereto as exhibit "D".

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**F. Financial Report**

Ms. Cindy Breaux explained that she has returned to work in the office from "work from home" status. The FY 2019-2020 Audit is complete. Focus moving forward is completely implementing the new accounting software.

Mr. Al Gombos questioned if the numbers behind in debt service budget was due to refinancing?

Ms. Breaux replied "Yes".

Mayor Chipper McDermott questioned if 84 million was the real number for debt service.

Mr. John Wilson explained that the number is 94 million.

Mayor Billy noted spread on the minutes for the Financial Report.

A copy of the Financial Report is attached hereto as exhibit "E".

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**G. Marketing Report**

Mr. Brett Pund, The Focus Group, presented the Marketing Report for the month of April 2021. Earth Day was focused on for the month of April on Face Book that included conversation tips. The free carts for one year contest were awarded. The Face Book stats for April 2021, reached over 27,000 residents and the engagements were over 8,300 more, than engagements in March 2021. The clicks for ads were over 1,700. The average click rate was 1.72 with an average \$

.58 cost per click. The average rates were lower than the standard industry average of .9 click rate with average cost per click \$1.72. A solid waste graphics guideline was prepared and listed on the agenda for review. The Focus Group is currently preparing May 2021 quarterly newsletter that will be distributed to local and social media, HCUA Web site high lighting solid waste guidelines and solid waste events on the coast.

The Board accepted the Marketing Report as submitted by The Focus Group. A copy of the report is attached hereto as exhibit "F".

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**H. Action Items**

- 1. Old Business**
- 2. New Business**

**H2a. Pelican Waste – Action Plan**

Mr. John Wilson noted that in previous Board Meetings, May 6, 2021 and Special Board Meeting, May 11, 2021, the board requested an action plan from Pelican Waste, to resolve the complaints of debris sitting on curbsides and a plan to accommodate service due to growth. The action plan Pelican Waste has provided includes adding equipment to provide and maintain an acceptable level of service moving forward.

Supervisor Marlin Ladner noted his appreciation to Pelican Waste for the timely response in addressing the complaints and the efforts for preparing an action plan to resolve ongoing issues with curbside debris pickups.

Mr. Tommy Thibodeaux, Pelican Waste, explained he met with Mr. Timothy Smith, Harrison County Road Manager, and the Harrison County Road crew for discussion on Pelican Waste curbside hauling issues. Mr. Thibodeaux also noted that Mr. Charles Roberts, Pelican Waste, is now a contact person, whom in the past, was not on the contact list and Mr. Roberts will be contacted a few times a week for updates regarding curbside hauling. The Action Plan includes adding equipment, Mr. Thibodeaux will meet with Mr. Smith when Mr. Thibodeaux is in town and three roll-off trucks will be added equipment.

Mr. Alan Lane explained there is improvement in the number of complaints concerning debris removal and areas look good where piles were removed. Pelican Waste has added a boom truck and rear loader to assist for future growth.

Mayor Billy Hewes noted appreciation of Pelican Waste's due diligence in responding to resolve curbside debris complaints.

A copy of Pelican Waste – Action Plan is attached hereto as exhibit "G".

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## **H2b. The Focus Group – Debris Outreach**

Mr. Brett Pund, The Focus Group, explained the Solid Waste Graphic Outline is tool that will be used to educate the residents on the solid waste guidelines.

Mr. John Wilson explained educating the public on allowable and non-allowable debris will assist in reducing the number of complaints.

Mayor Billy Hewes questioned whether efforts in educating the public were limited to social media. Mayor Hewes added not all citizens use social media and educating on solid waste debris should include contractors and landlords. Mayor Hewes suggested a flyer with information to educate contractors and landlords.

Mr. John Wilson explained, Mr. Brett Pund, The Focus Group, is continuing with efforts reaching out through social media and Mr. Alan Lane is reaching out to The City of Biloxi providing information the City of Biloxi can include in the City of Biloxi's quarterly newsletter. Mr. Vincent Creel is attempting to get the information in the next issue. Mr. Wilson added he would like to provide the information to other member agencies as well for their newsletters and he is continuing to look for an outlet, to reach out and educate contractors.

Mayor Billy Hewes suggested solid waste informational flyer could be included with residents' water bills and Mayor Hewes directed Mr. Wilson to prepare a flyer with information and present to board for review. Mayor Hewes explained that all available forms of communication should be used to educate the public, not only social media.

Supervisor Marlin Ladner expressed concerns for the form of communication for contacting Harrison County, county residents because those residents do not get water bills.

Mr. John Wilson explained that a list of addresses could be compiled, and a flyer could be used as a form on contact to Harrison County, county residents.

Mr. Alan Lane added that he has directed Brett Pund to reach out to local media to prepare PSA's on Solid Waste Guidelines. Mr. Lane added that he has witnessed the small independent landscaping or tree companies in noncompliance with solid waste guidelines and he has directed Pelican Waste drivers to notify the contractor when the drivers come in contact.

Mr. Gombos questioned if the PSA flyer was issued. Mr. Gombos recommended adding information under "Authorized Cart", adding "price \$31 a year for an extra can". The information could be beneficial to residents that were not aware of the low cost per year for an extra solid waste can, especially in areas that receive solid waste services once a week.

Supervisor Marlin Ladner had concerns over the verbiage in the Pelican Waste Flyer, under Miscellaneous Waste, "will not pick up any unbagged household garbage".

Mr. Alan Lane explained he would make a correction to wording, on the Solid Waste Collection Guidelines, under "Misc. Waste", removing "unbagged" to read "will not pick up household garbage". Mr. Lane noted than under debris category, Pelican Waste does not pick up unbagged leaves, pine straw and dirt.

A copy of the The Focus Group – Debris Outreach is attached hereto as exhibit "H".

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**H2c. Financial Audit – Potential Proposers**

Mr. John Wilson explained AVL was approved as the Authority's auditors for fiscal years, ending 2018, 2019, and 2020 at the December 6, 2018 Board Meeting. Minutes from that meeting, include a stipulation that AVL would be ineligible to bid for the next RFP. After presenting the FY2020 audit at the April 15, 2021 Board Meeting, Kim Marmalich, CPA, Partner of AVL, expressed interest in submitting a proposal for fiscal years ending 09/30/2021, 2022, and 2023.

Mr. Jim Simpson explained that accounting standards suggest periodically fresh eyes every (3) three to (4) four years. The question, whether or not AVL can propose for RFQ, Financial Audit, is a policy issue, a result of Board decision at the December 6, 2018 Board Meeting.

Mayor Billy Hewes suggested continuing compliance with the established policy. There was no motion or vote taken to change 12/6/2018 Board action regarding audit.

A copy of the Financial Audit – Potential Proposers is attached hereto as exhibit "I".

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**I. Executive Director's Report**

No items discussed.

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**J. Executive Session**

There was no need for Executive Session.

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K. **Adjourn** – At this time Mayor Chipper McDermott made a motion to adjourn, seconded by Mayor “Fofu” Gilich. A roll call vote resulted in the following:

Biloxi	voted	aye
Gulfport	voted	aye
D’Iberville	voted	aye
Long Beach	voted	aye
Harrison County (1)	voted	aye
Harrison County (2)	voted	aye
Pass Christian	voted	aye

The motion to adjourn passed.



  
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Harrison County Utility Authority

  
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