

HARRISON COUNTY UTILITY AUTHORITY
BOARD MEETING
November 16, 2023

Be it remembered that a meeting of the Harrison County Utility Authority Board of Directors was held on November 16, 2023, 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:

Mr. Jeremy Harrison, representing City of Gulfport
Mayor Jimmy Rafferty, City of Pass Christian, Director
Mr. Michael Leonard, representing City of Biloxi
Mr. Bernie Parker, representing City of Long Beach
Mr. Al Gombos, representing the City of D'Iberville
Supervisor Marlin Ladner, Harrison County (1), Director
Supervisor Connie Rockco, Harrison County (2), Director
Mr. John Wilson, Executive Director, HCUA
Ms. Cindy Breau, Chief Financial Officer, HCUA,
Mr. Alan Lane, Solid Waste Manager, HCUA
Mr. Sam Broom, Engineering Construction Manager, HCUA
Ms. Sheila Marsh, Office Manager, HCUA
Ms. Marie Ostrander, Financial Assistant, HCUA
Mr. James Simpson, Wise Carter, Attorneys and Esquire

ABSENT:

AUDIENCE:

Ethan Schneider, The Focus Group
Kevin McCumby, H2O Innovation
Jamie Barhanovich, Cypress E&I
Makayla Roberts, Pelican Waste
Andrea Lett, Pelican Waste
Shea Magee, Waste Management

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

There being a quorum sufficient to transact business of the Authority, Mayor James "Jimmy" Rafferty, representing The City of Pass Christian, 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 James "Jimmy" Rafferty opened the floor for public comments.

There were no public comments.

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C. Approval of the Claims Docket dated November 16, 2023
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Mr. Al Gombos made a motion to approve the Claims Docket dated November 16, 2023, seconded by Mr. Bernie Parker. A 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 November 2, 2023
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Supervisor Connie Rockco made a motion to approve the Board Meeting Minutes dated November 2, 2023, seconded by Mr. Bernie Parker. A 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 November 2, 2023, is attached hereto as exhibit "C".
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E. Acceptance of the Technical Committee Meeting Minutes dated November 8, 2023

Mr. Al Gombos made a motion to accept the Technical Committee Meeting Minutes dated November 8, 2023, seconded by Supervisor Connie Rockco. A 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 Technical Committee Meeting Minutes dated November 8, 2023, is attached hereto as exhibit "D".

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F. Financial Report

Ms. Cindy Breaux explained that the Financial Report is the first month's report for the new Fiscal 24 Year. Ms. Breaux has started the Fiscal Year 23 audit preparation. Mr. Al Gombos requested clarification on whether the line item on Page 6 listed 42.84% for The City of D'Iberville was accurate information. Mr. John Wilson explained that sometimes an expense's may roll over from a previous period due to when billing is received and it is possible that there may be expenses that should be in the previous year's budget. Ms. Breaux will review the records for corrections.

No action required. A copy of the Financial Report for October 2023 is attached hereto as exhibit "E".

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G. Marketing Report

Mr. Ethan Schneider, The Focus Group presented stats for Face Book. There was a 21% increase in users, 21% increase in new users and organic post increased by 27%. There was a 137% increase in link clicks with Face Book ads and the top posts was on the pre-Halloween recycling ad on recycling candy wrappers. The cost per click decreased from \$.34 per click to \$.17 per click, while the industry average is \$.83 per click.

Mr. Al Gombos requested clarification if HCUA was monitoring Sun Herald for any articles on water or sewer topics for Harrison County and the cities within. Mr. John Wilson explained he reviews Sun Herald electronic publications.

No action taken. The Board accepted the Marketing Report as submitted by The Focus Group. A copy of the Marketing Report is attached hereto as exhibit "F".



H. Action Items

1. Old Business

None

2. New Business

G2a. Riverhills Subdivision – Watermain Project Approval

Mr. Mike Leonard made motion to approve Riverhills Subdivision – Watermain Project Approval, seconded by Supervisor Marlin Lader, with discussion.

Mr. Wilson explained that the first two phases of *Riverhills Subdivision – Watermain Project* are currently under construction. Developers presented and proposed an option to use tap fees for the four phases to construct offsite water improvements. Connection to the water system is a future project to provide additional water in a growing area on Old HWY 49, south of Riverhills Plant and north to Robinwood (considering development). West Wortham area is also growing. Installing a water line will aide on the commercial side, which was included in the Facility Plan. SRF funding (loan) was approved. Developers propose to use tap fees to install water line and line will be dedicated to HCUA. There will be 972 customers paying water and sewer bills in county. *Supervisor Marlin Ladner requested clarification whether or not an evaluation on the estimated cost has been conducted, evaluating tap fee cost to install the water line and whether or not there is formular to calculate to verify figures. Mr. Wilson explained that the estimate provided for the project is the estimate provided by the engineering firm. The estimate is \$800,000. Based on the Facility Plan the estimate is \$4.4 million and the \$4.4 million incudes engineering fees, purchasing property and permitting required.*

Mr. Al Gombos requested clarification on where the sewer would be discharged. Mr. Wilson advised the Riverhills Plant.

A 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 *Riverhills Subdivision – Watermain Project Approval* is attached hereto as exhibit “G”.

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G2b. 2024 Board Meeting Schedule / Technical Committee Schedule / HCUA Holiday Schedule - Approval

Mr. Al Gombos made motion to approve 2024 Board Meeting Schedule / Technical Committee schedule / HCUA Holiday Schedule – Approval, seconded by Supervisor Connie Rockco. A 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 2024 Board Meeting Schedule / Technical Committee schedule / HCUA Holiday Schedule – Approval is attached hereto as exhibit “H”.

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G2c. Waste Tire Contract - RFP Opening

Mr. Al Gombos made motion to approve Waste Tire Contract – RFP Opening, seconded by Supervisor Connie Rockco. A 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 Waste Tire Contract – RFP Opening is attached hereto as exhibit “I”.

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G2d. Brodie A & B / Seymour Engineering Contract – Amendment #1 Approval

Mr. Al Gombos made motion to approve Brodie A & B / Seymour Engineering Contract Amendment #1 Approval, seconded by Supervisor Connie Rockco.

A 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 Brodie A & B / Seymour Engineering Contract Amendment #1 Approval is attached hereto as exhibit "J".

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I. Solid Waste Report

Mr. Alan Lane explained that the recycling participation rate is at 42.86%.

No action taken. A copy of the Solid Waste Report is attached hereto as exhibit "K".

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J. Executive Director's Report

Mr. John Wilson explained that proposals were received on Monday, November 13, 2023, for the Emergency & Minor Services Construction Contract. Two contractors failed to provide examples of work and the other contractor failed to provide the correct bond amount. Mr. Al Gombos recommend that contractors should be required to have presence at a pre-bid meeting.

Mr. Al Gombos made motion to reject previous proposals and readvertise Emergency & Minor Services Contract (2-year term with (2) 1-year extensions) and extend current contract if required until new contract begins, seconded, by Supervisor Connie Rockco. A 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

Supervisor Marlin Ladner requested clarification on the status of the Abbey Road project and who would provide sewer services. Supervisor Ladner explained that there should be a fairness for cost to the new services for residents compared to the already cost to existing customers. Mr. John Wilson is researching records for decisions made about services in the area a few years back.

Mr. Al Gombos requested clarification on whether or not HCUA had on hand as-builts on the MDOT Project/S20 – relocate forcemain in D'Iberville, designed by Seymour Engineering, that included the Y connection. Mr. Gombos advised that the Y cannot be located and there is concern whether or not the Y exist and if the Y does not exist, funding included the Y installation. Mr. Wilson explained that HCUA has plans but not the as-builts. Mr. Gombos noted that as-builts should be located.

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K. Executive Session

There was no need for Executive Session.

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L. Adjourn – At this time Mr. Al Gombos made a motion to adjourn, seconded by Mr. Bernie Parker. A 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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