

HARRISON COUNTY UTILITY AUTHORITY
BOARD MEETING
May 21, 2020

Be it remembered that a meeting of the Harrison County Utility Authority Board of Directors was held on May 21, 2020 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 Chipper McDermott, City of Pass Christian, Director
- Mr. Mike Leonard, representing the City of Biloxi
- Mr. Al Gombos, representing the City of D'Iberville
- Mayor Billy Hewes, City of Gulfport, Director
- Mayor George Bass, City of Long Beach, Director
- Ms. Jaclyn Turner, representing Harrison County (2), Supervisor
- Marlin Ladner, Harrison County (1), Director
- Mr. Jim Simpson, Wise Carter Attorneys, Esquire
- Mr. John Wilson, Executive Director, HCUA
- Ms. Patra Roberts, Office Manager, HCUA
- Ms. Cindy Breaux, Chief Financial Officer, HCUA
- Mr. Alan Lane, Solid Waste Coordinator, HCUA

ABSENT:

- Mayor Andrew "Fof" Gilich, City of Biloxi, Director
- Supervisor Connie Rockco, Harrison County (2), Director

AUDIENCE:

- Ms. Brynn Joachim, The Focus Group

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

There being a quorum sufficient to transact business of the Authority, Mr. Gombos 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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Motion to Amend Agenda

Mayor Bass made a motion to amend the agenda to add Keegan Bayou Easement Resolution as agenda item I. 2 e, seconded by Mayor McDermott. A roll call vote resulted in the following votes:

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.

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B. Public Comments

There were no public comments.

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C. Approval of HCUA Claims Docket dated May 21, 2020

Mayor Bass made a motion to approve the Claims Docket dated May 21, 2020, seconded by Supervisor Ladner. A roll call vote resulted in the following votes:

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 7, 2020

Mayor McDermott made a motion to approve the Board Meeting Minutes dated May 7, 2020, seconded by Mr. Leonard. A roll call vote resulted in the following votes:

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 meeting minutes is attached hereto as exhibit "C".



E. Technical Committee Meeting Minutes dated May 13, 2020

Mayor McDermott made a motion to accept the Corrected Technical Committee Meeting Minutes dated May 13, 2020, seconded by Ms. Turner. A roll call vote resulted in the following votes:

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 meeting minutes is attached hereto as exhibit "D".



F. Financial Report

Mayor Bass made a motion to accept the Financial Report as presented, seconded by Mayor Hewes. A roll call vote resulted in the following votes:

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 report is attached hereto as exhibit "E".



G. Marketing Report

The board accepted the Marketing Report as presented by Ms. Brynn Joachim of the Focus Group.

No action required. A copy of the report is attached hereto as exhibit "F".

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H. Solid Waste Report

The board accepted the Solid Waste Report as presented by Mr. Alan Lane. No action required.

Supervisor Ladner requested additional advertising for the price of leasing a second cart.

A copy of the report is attached hereto as exhibit "G".

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Old Business

I. 1 a – None

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New Business

I. 2 a – Quarterly Solid Waste Fines

Mr. Lane provided the Board with an updated memo with a new amount for fines. The proposed fines are \$100.00 to Waste Management and \$200 to Pelican Waste.

Mayor Bass made a motion to assess the Solid Waste Fines as proposed and Release Retainage, seconded by Mr. Leonard. A roll call vote resulted in the following votes:

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 memorandum is attached hereto as exhibit "H".

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I. 2 b – S-14 Completion Project – Flush & Video

Mr. Simpson advised the Board that in order to reject the Jay Bearden Construction bid that the Board is required to spread on its minutes the bid tabulation and a written narrative explaining why Bearden's bid is not the lowest

and best bid. He presented the board with his letter advising the board that HCUA is not required to take the lowest bidder over the lowest and best bid. He also provided the Board with a detail narrative to include in the minutes explaining why Bearden is not the lowest and best bidder.

Mr. Wilson recommended HCUA reject Jay Bearden's bid and award the project to Gulf Coast Underground as the lowest and best bid.

Supervisor Ladner made a motion to reject Jay Bearden's bid and award the project to Gulf Coast Underground as the lowest and best bid based on the Mr. Wilson's recommendation, seconded Ms. Turner. A roll call vote resulted in the following votes:

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 memorandum is attached hereto as exhibit "I".

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**I. 2 c – Long Beach Wastewater System Improvements (SP-12 & SP-13)
Evaluation Status**

The Board agreed to proceed with the interviews of the two top-ranked firms, which are Overstreet & Associates and BMA, Inc.

Mayor Bass made to proceed with interviewing the two top-ranked firms (Overstreet & Associates and BMA, Inc.), seconded Mr. Leonard. A roll call vote resulted in the following votes:

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 memorandum is attached hereto as exhibit "J".

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I. 2 d – RFP/SOQ/RFQ for Professional Services – Review and Evaluation

There was a discussion regarding the current review and evaluation process for requests for proposals for professional services.

Mr. Wilson provided the Board with the general practices that have been in use. He advised there is no formal policy regarding the evaluation and review of RFPs.

Mr. Gombos states he has specific concerns with HCUA staff being part of the Review Committee without the Executive Director participating in the review process.

Mr. Gombos recommends the Board adopt a policy on conducting evaluations.

Mr. Wilson recommended HCUA staff continue to participate in the review because HCUA staff will administer the project. Mr. Wilson stated having the two staff members also mitigates personal bias.

Mr. Gombos requested the item be tabled for further consideration.

Mayor McDermott made a motion to table the RFP/SOQ/RFQ for Professional Services – Review and Evaluation, seconded by Mayor Bass. A roll call vote resulted in the following votes:

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 memorandum is attached hereto as exhibit "K".

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I. 2 e – Keegan Bayou Resolution for Easement

Mr. Simpson provided the Board with a resolution to allow the Mr. Wilson to have the parcel appraised and begin looking at options for acquisition.

Mayor McDermott made a motion to approve the Resolution allowing appraisal of the parcel and begin considering options for acquisition, seconded Mr. Leonard. A roll call vote resulted in the following votes:

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 resolution is attached hereto as exhibit "L".

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I. 2 e – Keegan Bayou Resolution for Easement

Mr. Wilson provided the following updates:

Locust Road Pump Station – he and Mr. Simpson believe that have a path to move forward.

BP/Price Brothers Project – the project is moving along. The model has been sent to Long Beach. HCUA will meet with Long Beach to discuss the model.

West Fritz Creek – working to have the paving complete on the main drag by the end of the week.

S-14 Project - Part 1 – The Force Main is under design. Plans are being reviewed for the Riverbend Connection to Canal Road. Part 2 – The Flush and Video portion of the project, was previously discussed.

Chlorine Booster Station – is in operation. Currently monitoring and testing.

FY-2021 Budget – Mr. Wilson anticipates having the draft budget presented at the June 18, 2020 board meeting.


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L. Adjourn - At this time Mayor McDermott made a motion to adjourn, seconded by Mayor Hewes. A roll call vote resulted in the following votes:

Biloxi	voted	aye
Gulfport	voted	aye
D’lberville	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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George Brown
Harrison County Utility Authority


Connie Rockco
Harrison County Utility Authority