

HARRISON COUNTY UTILITY AUTHORITY
BOARD MEETING
February 4, 2016

Be it remembered that a meeting of the Harrison County Utility Authority Board of Directors was held on February 4, 2016, 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 Andrew "Fofu" Gilich, City of Biloxi, Director
Supervisor Angel Kibler-Middleton, Harrison County (2), Director
Mr. Kris Riemann, representing the City of Gulfport
Mayor Billy Skellie, City of Long Beach, Director
Mr. Al Gombos, representing the City of D'Iberville
Supervisor Marlin Ladner, Harrison County (1), Director
Mayor Chipper McDermott, City of Pass Christian, Director
Mr. Donald Scharr, Executive Director, HCUA
Mr. Russell Nobile, Wise Carter Attorneys, Esquire
Ms. Merri Ann Testa, Procurement Specialist, HCUA
Ms. Patra Roberts, Office Manager, HCUA
Mr. Michael VanCourt, Comptroller, HCUA
Mr. John Wilson, O & M Manager, HCUA
Mr. Seren Ainsworth, Solid Waste Coordinator, HCUA

ABSENT:

Mayor Billy Hewes, City of Gulfport, Director
Mr. James Simpson, Wise Carter Attorneys, Esquire

AUDIENCE:

Mr. Bruce Newton, Vice President, Digital Engineering
Mr. Dax Alexander, BMA Engineering
Ms. Lisa Verhovshek, Wise Carter
Mr. Derrel Wilson, Utility Partners
Mr. Bobby Knesal, Utility Partners
Ms. Christy LeBatard, City of Biloxi
Mr. Billy Ray Allen, City of Biloxi
Ms. Elizabeth Raley, Raley & Raley Services
Ms. Cindy Lamb, Pickering Engineering Firm

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

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

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A. Public Comments – Mayor Gilich opened the floor for public comments. There were no public comments.

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B. Approval of Board Meeting Minutes dated January 7, 2016

Mayor McDermott made a motion to approve the Board Meeting minutes dated January 7, 2016, seconded by Mr. Gombos. 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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C. Approval of Special Board Meeting Minutes dated January 13, 2016

Supervisor Ladner made a motion to approve the Special Board Meeting minutes dated January 13, 2016, seconded by Supervisor Middleton. 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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D. Approval of Board Meeting Minutes dated January 21, 2016

Supervisor Middleton made a motion to approve the Board Meeting minutes dated January 21, 2016, seconded by Mayor Skellie. 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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E. Approval of Wastewater Claims Docket dated February 5, 2016

Mayor McDermott made a motion to approve the February 5, 2016 Wastewater Claims Docket, seconded by Supervisor Middleton. 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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F. Technical Committee Minutes

Mr. Gombos made a motion to table the Technical Committee meeting minutes dated January 27, 2016 pending the inclusion of a memorandum of clarification regarding the correct contract amount for the Seymour Engineering contract for the Biloxi/D'Iberville Water Improvements, 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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G. a — Financial Reports – Non-CDBG

Mr. VanCourt provided a brief overview of the current budget status. He noted the Henderson Point system is slightly over budget due to a larger number of new connections early in the year.

G. b – Financial Reports – CDBG

Mr. Newton stated there were no major changes to report. He noted that several projects will be closing out in February and March. The CDBG project is still under budget. Mr. Newton anticipates sending approximately \$1 million back to MDA at the completion of the CDBG projects.

A copy of the Non-CDBG Financial Report is attached hereto as exhibit "C".

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Old Business

H. 1 a – Riverbend Utilities Lease Agreement

Supervisor Ladner made a motion to approve the Riverbend Utilities Lease Agreement, seconded by Mr. Riemann. 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 lease agreement is attached hereto as exhibit "D".

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New Business

CDBG

H. 2 a 1 – S12d 2008-07 Work Order 1 Revision 10

Mr. Newton stated the work order is a summary change order for closeout. The work order represents a decrease of \$862,993.63 and increase of 18 days. The substantial completion date is December 18, 2015.

Mr. Gombos requested that a recommendation letter from Digital Engineering be added to the minute record.

Mayor McDermott made a motion to approve the S12d Work Order 1 Revision 10 based on the recommendation of Mr. Newton and Mr. Ball, 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 work order request is attached hereto as exhibit "E".

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Non – CDBG

H. 2 b 1 – Biloxi/D'Iberville Water Improvements – Contract Approval for Seymour Engineering

Mr. Wilson stated the contract amount is a lump sum amount of \$9,500 and an hourly not to exceed \$12,000.

Mr. Gombos made a motion to approve the Biloxi/D'Iberville Water Improvements – Contract Approval for Seymour Engineering, seconded by Mayor Skellie. 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.

The motion passed. A copy of the recommendation is attached hereto as exhibit "F".

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H. 2 b 2 – Polymer Bid Award

Mayor McDermott made a motion to approve the Polymer Bid Award to SNF Polydyne, seconded by Mayor Skellie. 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 bid tabulation is attached hereto as exhibit "G".

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H. 2 b 3 – Master Plan – Approval of Phase 2 Contracts – Task Order No. 1

a. Digital Engineering

b. Brown, Mitchell, and Alexander Engineering

Digital will evaluate existing capacities of HCUA pump stations. Digital Engineering's contract amount is an hourly rate not to exceed \$59,790.

BMA will assist in the evaluation of financial impacts to member agencies regarding project prioritization.

BMA Engineering's contract amount is an hourly rate not to exceed \$20,500.

Mayor Skellie made a motion to approve the Master Plan- Phase 2 Task Order No. 1, seconded by Mayor Gilich. 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 contracts are attached hereto as exhibit "H".

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**H. 2 b 4 – Program Management Invoice Approval for MDOT SR601-008
Sewer Relocation Project - Volkert**

Mayor McDermott made a motion to approve the Volkert Invoice for the MDOT SR601-008 Sewer Relocation Project (\$1,591.29), contingent upon MDOT approval, seconded by Mayor Gilich. 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 invoice is attached hereto as exhibit "I".

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H. 2 b 5 – Workshops for Project/Policy Prioritization

Mr. Scharr provided the board with a map identifying potential projects that will be evaluated for prioritization. He will provide Board members with more detailed information prior to the workshops. Workshop dates to be determined.

No action taken.

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H. 2 b 6 – Public Education/Outreach Strategy

Mr. Scharr stated that HCUA will utilize funds received from Waste Pro and Team Waste for the purpose of public education and outreach. HCUA is awaiting a proposal from The Focus Group for an outreach strategy. It will be presented to the Board when it is received.

No action taken.

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H. Executive Director's Report.

Mr. Scharr reminded the Board that the Solid Waste House Counts will begin this month. They will be completed by May 1, 2016.

HCUA has approved the application to tie-in Woolmarket Elementary.

He will address the Saucier Utilities board during their meeting later this month.

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I. Executive Session

Mayor Gilich asked if there was a need for Executive Session.

Mr. Nobile stated there was need for Executive Session.

Mayor McDermott made a motion to go into closed session, seconded by Mr. Gombos.

The Board entered into Closed Session to discuss the need for Executive Session.

Mr. Nobile stated that there is a personnel matters that need to be discussed in Executive Session.

Mayor McDermott made a motion to enter into Executive Session to discuss personnel matters, seconded by Mr. Gombos. A roll call 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. The Board entered into Executive Session.

Mayor McDermott made a motion to exit the Executive Session and return to normal Open Session, seconded by Mayor Skellie. 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. The Board returned to Open Session.

No action taken during Executive Session.

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K. Adjourn - At this time Mayor McDermott made a motion to adjourn, seconded by Mayor Skellie. 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 to adjourn passed.

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Harrison County Utility Authority



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