

HARRISON COUNTY UTILITY AUTHORITY
BOARD MEETING
December 17, 2015

Be it remembered that a meeting of the Harrison County Utility Authority Board of Directors was held on December 17, 2015, 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:

Supervisor Joe Meadows, Harrison County (2), Director
Mayor Billy Hewes, City of Gulfport, Director
Mayor Andrew "Fofo" Gilich, City of Biloxi, Director
Mayor Billy Skellie, City of Long Beach, Director
Mr. Al Gombos, representing the City of D'Iberville
Mayor Chipper McDermott, City of Pass Christian, Director
Supervisor Marlin Ladner, Harrison County (1), Director
Mr. Donald Scharr, Executive Director, HCUA
Mr. Russell Nobile, Wise Carter Attorneys
Ms. Merri Ann Testa, Procurement Specialist, HCUA
Ms. Patra Roberts, Office Manager, HCUA
Mr. Michael VanCourt, Comptroller, HCUA
Mr. Bart Clover, Wastewater/IT Coordinator, HCUA
Mr. John Wilson, O & M Manager, HCUA
Mr. Seren Ainsworth, Solid Waste Coordinator, HCUA
Mr. Reed Bryant, Staff Engineer, HCUA

ABSENT:

Mr. James Simpson, Wise Carter Attorneys, Esquire

AUDIENCE:

Mr. Bruce Newton, Vice President, Digital Engineering
Mr. Dan Gaillet, Public Works Director, City of Biloxi
Mr. Jeff Riopelle, Knesal Engineering
Mr. Derrel Wilson, Utility Partners
Mr. Bobby Knesal, Utility Partners
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.

A. Public Comments – Mayor Gilich opened the floor for public comments. Supervisor Ladner asked if West Harrison Utility District is required to submit any documentation for approval by the HCUA in relation to the new water system at the Oaks in Pass Christian. Mr. Wilson stated there has been nothing formally submitted to HCUA. He stated that there has been discussions with West Harrison about setting the system up as a wholesale account through HCUA.

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B. Approval of Wastewater Claims Docket dated December 18, 2015

Mr. Gombos made a motion to approve the December 18, 2015 Wastewater Claims Docket, 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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C. Requests for Cash

On behalf of the CDBG Grant Administrator, Gouras and Associates, Mr. Newton recommended the approval of the Request for Cash in the amount of \$1,200,972.69

Mayor Skellie made a motion to approve the Request for Cash in the amount of \$1,200,972.69, 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 Request for Cash Summary is attached hereto as exhibit "C".

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D. Technical Committee Minutes

Mr. Gombos made a motion to approve the Technical Committee meeting minutes dated December 9, 2015, 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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Old Business

E. 1 a – Acceptance of Seymour Engineering Contract for Old Highway 67 North Pump Station

Mr. Scharr stated the Board had previously approved entering into an agreement with Seymour Engineering to perform the work for this project. There were changes made to the contract language with regards to design engineering and the addition of \$5,000 for construction engineering services, if needed.

Supervisor Ladner asked if HCUA will be doing our own RPR for this project. Mr. Scharr stated that HCUA will be performing RPR services.

Mr. Gombos made a motion to approve the Acceptance of Seymour Engineering Contract for Old Highway 67 North Pump Station, 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. A copy of the contract is attached hereto as exhibit "D".

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New Business
CDBG

E. 2 a 1 – S10 Change Order No. 1 – Robinwood/Riverbend

Mr. Newton stated the change order results in a decrease of \$28,901.00 to the overall contract amount and an increase in time of 14 days. The revised completion date is January 24, 2016.

Mayor McDermott made a motion to approve the S10 Change Order No. 1 – Robinwood/Riverbend, 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 change order is attached hereto as exhibit "E".

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E. 2 a 2 – SCADA Construction Modification No. 8

Mr. Newton stated the contract modification includes preparation of drawings for the digital cellular and radio panels for typical lift station, water well, and water custody transfer station and installing access control at HCUA's main office. The modification results in an overall increase of \$25,850.00. There is an increase in time for projects S10, S12, and S12D which changes the completion date to January 31, 2016.

Mr. Gombos made a motion to approve the SCADA Construction Modification No. 8, 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. A copy of the modification is attached hereto as exhibit "F".

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E. 2 a 3 – SCADA Project Engineering Amendment No. 5 – CH2M Hill

Mr. Newton stated the amendment represents an increase of \$38,465.13 to the engineering services agreement for additional work requested by HCUA.

Mayor McDermott made a motion to approve the SCADA Project Engineering Amendment No. 5 – CH2M Hill based on the recommendation of the Project Manager, 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. A copy of the amendment is attached hereto as exhibit "G".

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Non – CDBG

E. 2 b 1 – AVL Engagement Letter for 2015 Audit Services

Mr. Gombos made a motion to approve the Engagement Letter for 2015 Audit Services, 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 letter is attached hereto as exhibit "H".

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E. 2 b 2 – MDEQ Waste Tire Grant

Mr. Ainsworth stated that he is requesting approval to submit a new waste tire grant from MDEQ. The grant is 100% reimbursable.

Mayor McDermott made a motion to approve the MDEQ Waste Tire Grant, 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 grant application is attached hereto as exhibit "I".

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E. 2 b 3 – Recommendation for Sludge Disposal Services Contract

Mr. Scharr stated HCUA advertised for proposals for sludge disposal services. Three bids were received. During a staff level review, questions arose regarding procurement guidelines. Mr. Simpson, legal counsel, has provided a legal opinion indicating the procurement of this contract must follow solid waste guidelines, which were not followed.

Mayor McDermott made a motion to reject the bids and extended the current contract with Breaux Services to allow adequate time to re-bid the contract in accordance with solid waste procurement guidelines, based on the recommendation of the Executive Director and legal counsel, seconded by Mr. Gombos. A roll call vote resulted in the following votes:

Biloxi	voted	aye
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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 recommendation and legal opinion is attached hereto as exhibit "J".

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E. 2 b 4 – Holiday Schedule

Mr. Scharr stated the State has declared New Year's Eve, December 31, 2015 as a holiday. He recommended that HCUA also observe this as a holiday.

Mr. Gombos made a motion to approve New Year's Eve, December 31, 2015 as a holiday, 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. A copy of the proclamation is attached hereto as exhibit "K".

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H. Executive Director's Report.

Mr. Scharr asked for an update on the evaluation process for his performance review. Mayor Gilich stated he has received some evaluations and is awaiting the remaining outstanding ones.

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I. Executive Session

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

Mr. Nobile stated that there was no need for an Executive Session.

Mr. Nobile advised the Board that HCUA has filed a lawsuit against Crawford for damage to a sewer line on Debuys Road.

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

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Harrison County Utility Authority


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