

DESOTO COUNTY REGIONAL UTILITY AUTHORITY
Board of Directors
Regular Meeting
December 18, 2019
9:00 A.M.

A. CALL TO ORDER

The Directors present at the meeting were:

Director B. J. Page, President
Director Joe Frank Lauderdale
Director Donnie Chambliss
Director Barry Bridgforth
Director Steven Boxx
Director Ray Denison
Director Pete Scott

The December 18, 2019, meeting of the DeSoto County Regional Utility Authority Board of Directors was called to order by Director B. J. Page, DCRUA President. He announced there was a quorum.

B. SWEARING IN OF BOARD MEMBERS

Steven Boxx was appointed to serve a term as a member of the Board of Directors representing the City of Horn Lake. Rhonda Ramey, Deputy for the Desoto County Chancery Clerk, swore in Horn Lake Director Steven Boxx.

*****Exhibit A****

C. APPROVAL OF MINUTES

Director Pete Scott made a motion to approve the minutes of November 20, 2019, with revisions. Director Barry Bridgforth seconded the motion. The motion passed by a vote as follows:

Full

Flow

Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes
Director Scott	Yes	Director Scott	Yes

D. APPROVAL OF INVOICES

Director Joe Frank Lauderdale made a motion to approve all invoices as submitted subject to the Executive Director's review and approval. Director Steven Boxx seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes
Director Scott	Yes	Director Scott	Yes
Exhibit A			

E. OLD BUSINESS

305 FM Alignment Selection – Director Donnie Chambliss made a motion to approve the route as set forth in Alternate #3a, which is the Force Main along Vaiden Road (LCC FM Connection) and further set forth as an exhibit to these minutes. Director Ray Denison seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes

Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes
Director Scott	No	Director Scott	No

Director Bridgforth recused himself and did not return until the vote was taken.

*****Exhibit B*****

Director Pete Scott excused himself from the meeting.

Metro WWTF Improvements Discussion & Task Order - Director Joe Frank Lauderdale made a motion to authorize the report as prepared by DCRUA's engineers and attached to these minutes be sent to MDEQ. Director Ray Denison seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Director Donnie Chambliss made a motion to approve Task Order #77 for EAI/WEIS, which includes the design and contract documents preparations fully detailed in the Scope of Work Exhibit C in the total cost of \$334,000.00 (Lump Sum), contingent upon approval of the report by MDEQ. Director Steven Boxx seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

*****Exhibit C*****

Greenview Contract – Nick Manley provided an update to the Board and noted this contract is still under review and will be presented at a later meeting.

F. NEW BUSINESS

Williams, Pitts & Beard – Tax Preparation & Bookkeeping Services - Director Donnie Chambliss made a motion to authorize the Executive Director to execute the agreement for the tax preparation and bookkeeping services need by DCRUA. Director Barry Bridgforth seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Exhibit D

Williams, Pitts & Beard – Tax Preparation & Bookkeeping Services - Director Barry Bridgforth made a motion to authorize the Executive Director to execute the agreement for the FY19 Financial Statement needed by DCRUA. Director Donnie Chambliss seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Exhibit E

Franks, Franks, Wilemon & Hagood – Engagement letter part of minutes – After noting that authorization had already been given for the engagement letter, Director Barry Bridgforth made a motion to make the Franks, Franks, Wilemon & Hagood Engagement letter part of the minutes. Director Joe Frank Lauderdale seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

*****Exhibit F*****

FY19 True-Up - – After discussion and review of the FY 19 budget and true-up amounts from each entity, Director Barry Bridgforth made a motion to approve the FY19 True-up. Director Ray Denison seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

*****Exhibit G*****

G. EXECUTIVE SESSION

In accordance with Section 25-41-7, Mississippi Code of 1972, Director Donnie Chambliss requested, by motion, a closed determination of the issue of whether or not to declare an executive session for purposes of discussing personnel. Director Joe Frank Lauderdale seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

The meeting was then closed. After discussion, Director Donnie Chambliss moved to go into executive session for purposes of discussing a personnel issue. Director Barry Bridgforth seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes

After discussion regarding Bill Austin's performance as Executive Director, the amount of his salary, noting that Mr. Austin is a part-time employee, noting that DCRUA does not provide health insurance, and noting that his salary is not able to be more than 50% of the compensation of a full-time executive director, Director Donnie Chambliss made a motion to grant Mr. Austin a 2.5% raise effective January 1, 2020. The motion was seconded by Director Barry Bridgforth. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes

The Board tasked Judy Marshall with developing the job description for the administrative assistant position.

Director Joe Frank Lauderdale made a motion to end the Executive Session. Director Barry Bridgforth seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes

Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Director Donnie Chambliss made a motion to authorize a letter from the Executive Director to the County Board of Supervisors regarding the ROW for the 305 FM Alignment. Director Joe Frank Lauderdale seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

H. PERMITS

Gwin Farms Phase 6 and Hawks Crossing Phase 6 - After review of the information submitted and discussion, Director Ray Denison made a motion to approve the permit for Gwin Farms Phase 6 and to table the permit for Hawks Crossing Phase 6. Director Donnie Chambliss seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Exhibit H

I. ENGINEERING REPORT

EAI/WEI, LLC Report – Tracy Huffman provided an update on the Appropriations

Bill. The Bill has been approved.

J. OPERATIONS REPORT

Director Donnie Chambliss made a motion to approve the Brenntag quote in the amount of \$28,425.60 for chemical tanks for the Ross Road WWTF and the Johnson Creek WWTF and Prestofloc C-100, 45,000 Bulk at \$.295 a pound and Prestofloc C-100 Split Load, 45,000 at \$.315 a pound. Director Steven Boxx seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Exhibit I

Director Donnie Chambliss made a motion to approve the Inframark Work Authorization for two (2) Miller-Leaman six (6) inch duplex basket strainer or equivalent in the amount of \$42,368.36 as detailed in Exhibit I. Director Ray Denison seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Boxx	Yes	Director Boxx	Yes
Director Denison	Yes	Director Denison	Yes

Exhibit I

Eddy Russell presented the operations and maintenance report from Inframark for the Short Fork, Ross Road, Braybourne and Johnson Creek WWTP facilities to the Board.

Exhibit K

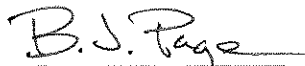
Rob Richmond presented the operations and maintenance report from Mitchell Technical Services for the Metro WWTF.

Exhibit L

K. ADJOURN/RECESS

Director Ray Denison made a motion to adjourn the meeting. Director Donnie Chambliss seconded the motion. The motion passed by a vote as follows:

Full		Flow	
Director Page	Yes	Director Page	Yes
Director Lauderdale	Yes	Director Lauderdale	Yes
Director Bridgforth	Yes	Director Bridgforth	Yes
Director Denison	Yes	Director Denison	Yes
Director Chambliss	Yes	Director Chambliss	Yes
Director Boxx	Yes	Director Boxx	Yes


Board President


Board Clerk