MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEARL RIVER VALLEY WATER SUPPLY DISTRICT HELD ON THURSDAY, MARCH 17 2016 AT 9:30 A.M. AT THE DISTRICT'S MAIN OFFICE LOCATED AT 115 MADISON LANDING CIRCLE, MADISON MS

The regular meeting of the Board of Directors of the Pearl River Valley Water Supply District was held at 9:30 a.m., on Thursday, March 17, 2016 at the District's main office located at 115 Madison Landing Circle, Ridgeland MS.

Members Present: Shannon Armstrong, Bruce Brackin, Doug Berry, Larry Castle, Phillip Crosby, Ben Evans, W. C. Gorden, Jennifer Hall, Kenny Latham, Samuel Mitchell, John Pittman, Tedrick Ratcliff and Jack Winstead

Members Absent: Billy Cook

Others Present: John Sigman, Cindy Ford, Craig Hunt, Susan McMullan, Greg Burgess, Perry Waggener, Philip Huskey, Jane Berry, Pam Brooks, Jerry Bounds, Bobby Cleveland, Linda Horton, Jason Hughes, David Stodghill, Tommy Guest, Greg Copeland, Horace Lester, Steve Hickok, Sheila Jones, Lisa Williams

Board President Jack Winstead called the meeting to order at 9:30 a.m.

President Winstead asked for review of the minutes of February 18, 2016.

Upon review of the minutes of a regular meeting of the Board of Directors held 18 February 2016, a motion was made by Mr. Kenny Latham for the minutes to be approved. Mr. Samuel Mitchell seconded the motion. The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

President Winstead then asked for the commission of the police officer.

Chief Perry Waggener introduced officer candidate Jason D. Hughes to the board for commissioning.

Mr. Philip Huskey presented Jason D. Hughes as an Officer of the Reservoir Police. Based on information presented, the Board made a finding that Mr. Hughes has completed the educational training requirements of a course of study, prescribed and conducted by the Mississippi Law Enforcement Officers' Training Academy, is of good moral character and has not been convicted of any crime involving moral turpitude, and that he is qualified to be commissioned as a Police Officer of the Pearl River Valley Water Supply District pursuant to "Pearl River Valley Water Supply District Security Act of 1978" upon taking the Oath of Office. Upon recommendation of the Police Chief and General Manager, a motion was made by Larry Castle seconded by Samuel Mitchell, that Mr. Hughes be so commissioned as an Officer of the District and that his commission with the Oath endorsed upon it shall be entered in "Exhibit to Minutes" file, thereby becoming a part of these minutes.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

President Winstead welcomed Officer Hughes to the Reservoir Police.

President Winstead then asked for the presentation of the committee reports.

Forestry & Wildlife Chairman Philip Crosby introduced the committee's agenda item.

District Forester outlined for members the one quote received on the timber sale of the pine bark beetle infested timber along Spillway Road in Rankin County. Mr. Clifton Rogers proposed a sale price of $3/ton pulpwood and $5/ton sawtimber, for a total of $451.00.

Mr. Larry Castle made a motion to approve the quote from Mr. Clifton Rogers for the sale price total of $451 for the timber sale along Spillway Road in Rankin County as outlined. Mrs. Jennifer Hall seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, and Winstead. Abstained: None. Against: Ratcliff. **MOTION CARRIED BY MAJORITY.**

Parks Policy Committee Chairman Kenny Latham then presented his committee's items.

Chairman Latham asked Greg Burgess to present the first item.

Mr. Greg Burgess outlined the bid process for the proposed upgrades to Goshen Springs boat ramp pier. Mr. Burgess noted that the bids received were over the expected $80,000 estimate, with the lowest bid being $99,000. Mr. Burgess stated that he had been in contact with MS Department of Wildlife Fisheries and Parks, which is providing the grant funds for this project, to determine if modifications to the bid documents can be made for a rebid and still keep the project in the necessary time-line for grant funding. Mr. Burgess gave staff's recommendation to reject the current bids as over budget and asked for approval to rebid the project with modification to the bidding instructions.

Chairman Kenny Latham made a motion on behalf of the Parks Policy Committee to reject all bids received on the boat ramp pier upgrades as over budget and approve the modification of bid documents and rebid of project. Mrs. Jennifer Hall seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Mr. Burgess then presented the next agenda item of consideration of bids for the stormwater improvement project at Old Trace Park. Mr. Burgess explained the scope of the project and that the project estimate was $114,000. The one bid received was for $196,000, which is well above the estimate. Mr. Burgess gave staff's recommendation to reject the bids due to project budget. Mr. Burgess stated that this project was within a grant through MS Department of Environmental Quality and the project would not be rebid at this time.

Chairman Kenny Latham made a motion on behalf of the Parks Policy Committee to reject all bids received on the stormwater improvement project at Old Trace Park as over budget. Mr. Philip Crosby seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Chairman Latham asked for the last Parks item presented.

Mr. Bobby Cleveland of the Barnett Reservoir Foundation outlined the Foundation's request for approval of a special alcohol permit for the June 18th Gogo's Breast Cancer Foundation Glow Run at Old Trace Park. Mr. Cleveland explained that the Glow Run would take place in the evening, with runners making a loop around the park to the different glow

stations. The event is to benefit Gogo's Breast Cancer Foundation whose mission is to help sponsor women in the local area who are undergoing chemotherapy a support network, and provide them oils which help retain hair and nails during the treatments. Mr. Cleveland stated that he felt this was a great event for the Barnett Reservoir Foundation to be a part of and asked for the approval of the board.

Chairman Kenny Latham made a motion on behalf of the Parks Policy Committee to approve the Barnett Reservoir Foundation's request for special alcohol permit for the June 18th Gogo's Breast Cancer Foundation's Glow Run in Old Trace Park. Mr. Doug Berry seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

President Winstead then asked for the Shoreline Committee items.

Committee Chairman John Pittman asked Mr. Sigman to present the first agenda item regarding the proposed lease property off of Old Rice Road in Madison County.

Mr. John Sigman outlined the discussion of Monday's Shoreline Committee and staffs directive to formulate an appropriate recommendation. Mr. Sigman stated that numerous conversations had taken place between the groups concerned with the proposed developer, staff and the Board's Madison County representatives.

Mr. Sigman then gave a definition of the three areas of proposed development District Proposed Lease Bid No. 158. Tract A is defined as the 56 acre tract north of Twin Harbor Subdivision, Tract B is defined as the 60 acre tract west of Twin Harbor Subdivision, and Tract C is defined as the 54 acre tract north of Old Rice Road Baptist Church. Mr. Sigman then gave staff's recommendation for square footage minimums for the individual tracts. Tract A have a minimum of 1600 SF, Tract B have a minimum of 2000 SF, and Tract C a minimum of 2400 SF.

Mr. Ben Evans made a motion on to approve staff's recommendation for the approval of the minimum square footages as Tract A 1600 SF, Tract B 2000 SF and Tract C 2400 SF. Mr. John Pittman seconded the motion.

There was some discussion among the members as to the bid process for property to be developed.

Mrs. Hall noted her concerns on property values of existing subdivisions if square footage minimums were not increased.

Mr. Sigman noted that staff determined the suggested square footage minimums as a good middle ground between the parties desires.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: Hall. **MOTION CARRIED BY MAJORITY.**

Chairman Pittman asked for the next agenda item to be presented.

Mr. Jerry Bounds outlined the request for adoption of the 2015 International Building Codes®, the 2015 International Residential Building Code®, the 2015 International Plumbing Code®, the 2015 International Property Maintenance Code®, the 2015 International Mechanical Code®, the NFP 70, the 2015 International Energy Conservation Code®, the 2015 International

Swimming Pool & Spa Code®, the 2015 International Fuel & Gas Codes®, and the 2014 National Electrical Code® (the "Codes") as regulations of the District as amended. Mr. Bounds reviewed the requested amendments to the codes requested.

Chairman Pittman asked to take all of the code and regulations together under one vote.

Mr. Jerry Bounds the outlined the Adoption of 2015 International Residential Code, with the exception of section p2904 of Chapter 29, Dwelling Unit Fire Sprinkler System as it relates to single family dwellings as amended. Mr. Bounds reviewed the requested amendment to the code.

Mr. Jerry Bounds then reviewed the request to approve change to District Regulation Part 206, Chapter 1 Property Maintenance Regulation to reflect adoption of revised Code.

Mr. Jerry Bounds then reviewed the request to change District Regulation Part 205, Chapter 1, Rule 1.1 pertaining to Electrical and Standard Codes/Construction and Occupancy Permits/Use of Architects and Engineers.

Mr. Ben Evans made a motion to approve all four code and regulation items as presented by Mr. Jerry Bounds, with the amendments presented. Mrs. Jennifer Hall seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Chairman Pittman asked for the next Shoreline item.

Mr. Greg Burgess outlined the bid process for Phase Two of the Pelahatchie Bay Dredging Project. Mr. Burgess noted three bids were received, one was deemed incomplete. Hemphill Construction submitted a total bid of $1,053,750 and base bid of $637,400. Mr. Burgess gave staff's recommendation to award the base bid to Hemphill Construction in the amount of $637,400.00.

Chairman Pittman made a motion on behalf of the Shoreline Committee to approve the award of Phase Two of Pelahatchie Bay Dredging Project to Hemphill Construction for base bid in the amount of $637,400.00. Mr. Ben Evans seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Chairman Pittman asked for the next item presented.

Mr. Philip Huskey explained that the MS Department of Transportation was drafting a modification to the MOU for a water taxi under the PRVWSD's grant with MDOT. Mr. Huskey stated that MDOT requested an acknowledgement that the District had been advised that the grant use for the project would require 1. Long term service of the ferry once established and 2. Long term maintenance by the PRVWSD for the facilities and/or ferry. If those items were not fulfilled, the PRVWSD could be required to repay the grant funds utilized on the project.

The group discussed the MOU grant funds and the concept of the water taxi.

Chairman John Pittman made a motion on behalf of the Shoreline Committee to acknowledge the requirements of the MOU for the water taxi of 1. Long term service of the ferry once established and 2. Long term maintenance by the PRVWSD for the facilities and/or ferry. Mr. Ben Evans seconded the motion.

Mrs. Hall noted she had inquired into the MS DOT grant funds and was advised that this grant, as it is almost 10 years old, will be on the list of projects to review since it has not been utilized.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Chairman Pittman asked for the next item presented.

Mr. Greg Burgess outlined the request for Delta Constructors' final, deductive, change order and project closeout for the 18" sewer line replacement at Spann Drive. Mr. Burgess noted that approval of project closeout is requested with contingency of final review for site condition by engineer.

Mr. Samuel Mitchell made the motion to approve Delta Constructors' final, deductive, change order and project closeout for the 18" sewer line replacement at Spann Drive. Mrs. Jennifer Hall seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Chairman Pittman asked for the next agenda item.

Mr. Mitchell left the meeting at this time.

Mr. John Sigman outlined the Shoreline Committee's discussion of purchase of replacement tables and seating for the conference/board room. Mr. Sigman noted that the additional seating pricing options were included for consideration from a State Contract vendor. Mr. Sigman stated that the furniture considered would allow for multiple configurations to allow for additional visitor seating, and ease of manipulation by staff to accommodate any type of meeting, conference, or classroom need. Mr. Sigman gave staff's recommendation for selection of Option 2 in the amount of $6,479.00.

The board members discussed the type of seating provided in the different options and the longevity of the seating.

Mr. Samuel Mitchell made a motion on behalf of the Shoreline Committee to approve staff's recommendation of purchase option 2 for the conference room tables, conference seating and lectern in the amount of $6,479.00. Mr. John Pittman seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Berry, Brackin, Crosby, Castle, Gorden, Hall, Mitchell, Pittman, and Winstead. Abstained: None. Against: Armstrong, Evans & Ratcliff. **MOTION CARRIED BY MAJORITY.**

Chairman Pittman asked for the last agenda item.

Mr. Philip Huskey outlined the process by which Leigh Anne Leech had been selected to market the District's real estate parcels less than two acres. Mr. Huskey explained that Ms. Leech had left Century 21 Masselle & Associates to open her own company, The Property Partners. Ms. Leech would honor the previously accepted commission schedule under her new company. Mr. Huskey noted there was no need to rebid, as Ms. Leech indicated Century 21 has released all of her listings, but that the board should reaffirm Leigh Anne Leech under her new company of The Property Partners.

Mrs. Jennifer Hall made a motion to reaffirm Leigh Anne Leech of The Property Partners as the District's real estate marketing agent for parcels less than two acres. Mr. Ben Evans seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Chairman Pittman then asked to revisit the discussion of the proposed lease property off of Old Rice Road.

Mr. Pittman noted that he had omitted to ask for inclusion within the motion of minimal square footage a requirement of enclosed garages and restrictive covenants.

Mr. Pittman made a motion to amend the previous motion of minimal square footages for Tract A, Tract B and Tract C of proposed lease property located off of Old Rice Road in Madison County, proposed District Real Estate Bid Proposal No. 158, to include a requirement for enclosed garages and restrictive covenants. Mr. Ben Evans seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

President Winstead then asked for the Audit Committee items.

Vice Chairman Ratcliff asked for staff to present the first agenda item.

Mr. Philip Huskey then reviewed the requirements and limitations of insurance coverage by the MS Department of Finance Administration and MS Tort Claims Board. Mr. Huskey outlined that the District can only purchase "excess" liability coverage.

Ms Susan McMullan presented a quote for $76,000 for the excess coverage on watercraft, machinery and the dam. It was noted that the quote presented was lower in price than other quotes submitted and the deductibles for coverage were lower also.

Vice Chair Ratcliff made a motion to approve the quote presented for $76,000 for excess insurance coverage on watercraft, machinery, dam and miscellaneous item as presented to BXSI. Mr. Phillip Crosby seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Vice Chair Ratcliff requested the next agenda item presented.

Ms. McMullan outlined the request for approval of services from Trustmark National Bank, which is the Districts banking depository, for an "Image Lockbox" which would provide the District's water department with an offsite collection of water/sewer payments, data entry and deposit of payment. Ms. McMullan explained that relief provided for these duties to current staff would alleviate the necessity to hire another full time employee. Ms. McMullan noted the current water/sewer three employees staff two water department locations.

Ms McMullan stated that approval of the service was requested at a maximum cost of $1,015 per month, but that final costs were still in negotiation with Trustmark staff. The contract would be for a one year period, which would provide staff enough time for evaluation of service.

Vice Chair Ratcliff made a motion to approve the quote for the Lockbox service from Trustmark National Bank at the maximum monthly charge of $1,015 as presented. Mr. Phillip Crosby seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Vice Chair Ratcliff then presented the Per Diem and Travel Expense Report for February 2016. Vice Chair Ratcliff noted he had reviewed the report and found it in order.

Vice Chair Ratcliff made a motion to approve the Per Diem and Travel Expense Report for February 2016 as presented. Mr. John Pittman seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Vice Chair Ratcliff then presented the Cash Balance Report. Mr. Ratcliff noted he had reviewed the report and found it in order.

Vice Chair Ratcliff made a motion to approve the Cash Balance Report as presented. Mrs. Jennifer Hall seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Vice Chair Ratcliff then presented the March 2016 Docket. Mr. Ratcliff noted he had reviewed the docket and found it in order. He asked staff to respond to any questions. None were offered.

Philip Huskey noted that he had contacted the special assistant Attorney General detailed to the MS Department of Finance & Administration regarding the District's appropriation for the Sunrise Point Seawall Project. Mr. Huskey confirmed with the DFA that the District was operating as instructed by DFA and did not have to return the District's appropriation to DFA.

Vice Chair Ratcliff made a motion to approve the March 2016 Docket with the removal of the check number 32044 Office of Budget & Fund Management in the amount of $1,100,479.80. Mrs. Jennifer Hall seconded the motion.

President Winstead asked for any additional questions or comments. None were offered.

The vote was as follows: For: Armstrong, Berry, Brackin, Crosby, Castle, Evans, Gorden, Hall, Mitchell, Pittman, Ratcliff and Winstead. Abstained: None. Against: None. **MOTION CARRIED UNANIMOUSLY.**

Committee Minutes and Miscellaneous Correspondence:

The Board reviewed the final drafts of February's Shoreline Development, Forestry & Wildlife, Law Enforcement, and Executive committee meetings minutes. Also included were rough drafts of March's Audit, Shoreline Development, Forestry & Wildlife, and Parks Policy Committee's meeting minutes

Mr. John Sigman then gave his report as Executive Director.

Mr. Sigman gave the current lake level at 297.84.

Mr. Sigman noted Chief Waggener's police report included in the board information package.

Mr. Sigman noted the lease collection report for the month for delinquent leases.

Mr. Sigman reviewed current legislation that may impact the District if approved.

President Winstead noted the next board meeting would be on April 21st. Mr. Sigman asked the members to consider an alternate District location for a spring meeting.

There being no further business to come before the Board, the meeting was adjourned at 10:35 a.m.

Jack H. Winstead, President