

**Jackson County Water and Sewerage Authority
Board Meeting Minutes
April 10, 2025**

Chairman Chris Nichols convened the Jackson County Water and Sewerage Authority Board Meeting at 6:00 p.m. on April 10, 2025.

Member Attendees: Chairman Chris Nichols, Vice Chairman Tommy Benton, Kevin Poe, Dave Ehrhardt and Jim Dove.

Also Present: Attorney Paul Smart; Authority Staff - Joey Leslie, Mark Dudziak, Judy Smith, Harold Garrison, Nathan Hester, Karen Long, Wesley Colley, Austin Marable, Matt Wyatt and Tom Miles.

Approval of Previous Minutes

Vice Chairman Benton made a motion to approve the minutes of the March 13, 2025, board meeting.

Member Ehrhardt seconded the motion. The motion was carried with no objection, and all board members present voted.

Operating Reports

Finance Director Judy Smith presented operating reports for February 2025, highlighting:

- 115.6 million gallons purchased; 107.4 million gallons sold.
- 6.4 million gallons used for flushing.
- 9.9 % decrease in billed water usage, 5.3% decrease in billed sewer usage, compared to a year ago.
- Gain of 41 water and 36 sewer customers.
- Work orders completed - 530
- Backflow tests completed – 50
- Aging meter change out – 107
- New installations – 56

New Business

City of Jefferson Wholesale Water Agreement Renewal

Manager Leslie said the wholesale water agreement between the Jackson County Water & Sewerage Authority and the City of Jefferson has expired and needs renewal. He said the Jefferson City Manager has reviewed the proposed agreement, but it has not yet been presented to the City Council. Currently, we request that the Authority Board approve the agreement as drafted. Manager Leslie said if the City Council recommends changes following their review, the document may return to the Authority Board for revision within the next month or two. Manager Leslie said he would like the Board to consider renewing this agreement as soon as possible so we can begin collecting the updated sales rate.

Manager Leslie said the Terms of Agreement are effective for three years from the date of execution. He said the rate has been raised from \$3.25 per thousand gallons to \$5.00 per thousand gallons. He said this is necessary to pay for the Bear Creek Water Treatment Plant debt.

Member Poe asked what we charged the City of Hoschton. Manager Leslie said \$3.25 per thousand gallons but the agreement is only for 18 months. Manager Leslie said we have just received the water cost model updated and we realize that is what is needed to pay the Bear Creek debt.

Member Poe asked if there was a minimum they have to purchase. Manager Leslie said no, we have never charged them a minimum. He said they are a regular user and we are confident they will purchase.

Chairman Nichols asked if the City of Jefferson is aware of the rate change. Manager Leslie said yes, the City Manager is aware. Chairman Nichols confirmed that the 1.5 million gallons of water per day is contingent on the Authority's ability to supply the water.

Member Poe made a motion to approve the City of Jefferson Wholesale Water Agreement as presented and authorized the Authority Manager to execute the documents.

Vice Chairman Benton seconded the motion. The motion carried with no objection, and all board members present voted.

Doster Creek Force Main Pipe Material Purchase

Manager Leslie said this item is above his spending level, so we are requesting Board approval to purchase 1,380 linear feet of 12-inch DR-14 PVC pipe from Staline in the amount of \$69,593.40 for the Doster Creek sewer project.

Manager Leslie said this purchase is part of an approved capital project. He said we are planning on an in-house installation of the pipe and explained how the project would proceed.

Manager Leslie said we received quotes from four different companies. He said Staline provided the lowest responsible quote for DR-14 pipe, which was deemed the most appropriate material for this installation given the importance of this force main and the durability required. Manager Leslie said DR-18 was evaluated as a lower-cost option, we recommend DR-14 for its increased pressure rating and long-term performance benefits.

Member Poe made a motion to approve purchase of the DR-14 pipe from Staline as presented and authorized the Authority Manager to execute the documents.

Member Dove seconded the motion. The motion carried with no objection, and all board members present voted.

Department Reports

Wastewater

- MOWWTP Total gallons treated: 25.24 million
- Monthly Average : .824 mgd, monthly Peak: .897 mgd
- Sewer Connections Inspected in March: 24
- Completed 464 work orders last month.

Monthly Highlights:

- Collections Department: We completed the annual pump out of the Middle Oconee lift station wet well, 9.8 tons of material was removed. This is much lower than previous years, but we have been aggressively pumping up stream wet wells which greatly reduced our dry tons.
- We have shifted our focus to working on right-of-way clearing and cross-country line CMOM checks during the warmer weather.
- MOWWTP: The operations team has been able to bring down our solids in the plant through process adjustments and working extra hours on the weekend. We are currently working on spring O & M projects throughout the plant.

Water

- 111 total tasks completed
- Cleaned and inspected all water pumping stations
- Unloaded and stacked 20 truckloads of pipe 28 total
- Constructed a safety barrier fence around pipe
- Repaired 1 service line leak
- 2 new service installations
- Worked with town of Braselton setting up to purchase
- water from them to reroute waterline for roundabout
- Removed hydrants and plugged tees on roundabout job
- Replaced a section of main where culvert had collapsed exposing water main
- Processed 1258 locates Marked 483,364 water 119 wastewater
- We currently have 50 water and 24 wastewater large projects ongoing

Vice Chairman Benton asked when a contractor damages our line, do they have to pay for the repair. Manager Leslie said yes, we always keep track of our hours to repair and charge them our cost.

Engineering Report

- We obtained two easements on the Doster Creek project.
- Plan reviews have slowed down.
- There is still a lot of construction going on including two developments with pump stations.
- Introduced Tom Miles, the new Water Quality Technician.

Member Poe asked about getting a report on Parks Creek Reservoir from Jerry Hood. Manager Leslie said we had a good meeting with them. He said we received and reviewed the plans and had quite a few comments on the plans. He said we had a meeting with EMI and Jefferson. We went through timelines and budget. Manager Leslie said we are meeting with the engineers again.

Manager Leslie asked what the Board would like to see in a report. Member Poe said what they have done up to this point and what the timeline is for key milestones.

Engineer Hester shared some of the timeline he had with the Board.

Manager Leslie said he feels like things are back on track again and we have concrete items to go out for bid.

Executive Session

Member Dove made a motion to go into Executive Session at 6:42 pm.

Member Ehrhardt seconded the motion. The motion was carried with no objection, and all board members present voted.

Vice Chairman Benton made a motion to come out of the Executive Session at 7:45 pm.

Member Ehrhardt seconded the motion. The motion was carried with no objection, and all board members present voted.

No action was taken.

The meeting was adjourned at 7:45 pm.

Karen Long
Board Secretary