

**JACKSON COUNTY WATER
AND SEWERAGE AUTHORITY**

REGULAR MEETING MINUTES

June 12, 2008

Chairman Hunter Bicknell called the Special Executive Session to order at 5:00p.m. Board members present include: Chairman Hunter Bicknell, Vice Chairman Randall Pugh, Member Alex Bryan, and Member's Andy Goodman and Rob Jordan. Also present: Manager Eric Klerk, and Attorney Paul Smart. Also present for this Special Executive Session was the Members of the Jackson County Board of Commissioners. Members present for the Regular Monthly Meeting of the JCWSA include all Board Members as previously listed, CIO/GIS Analyst Mike Johnson, Chief Engineer Fred Alke, Engineer Rob MacPherson with Prime Engineering, Chief Wastewater Operator Mark Dudziak, Water Service Supervisor Stacy Jenkins, Finance Director Judy Davis and Board Secretary Denise Nation. Also present was Mark Beardsley with The Main Street News.

The Special Executive Session was adjourned at 6:20 pm.

Chairman Hunter Bicknell called the Regular Meeting to order at 6:25 pm.

Prime Engineer Rob MacPherson started the meet with a presentation to the Jackson County Board of Commissioners and Jackson County Water and Sewerage Authority. The presentation was an update of the Water Resources Master Plan. A copy of the presentation is include at the end of the minutes.

APPROVAL OF MINUTES

Board Member Alex Bryan made a motion to approve the Regular Monthly Meeting minutes for May 8, 2008, and the Work Session minutes for June 5, 2008.

Board Member Andy Goodman seconded the motion.

The motion carried with no objections and all board members present voting.

NEW BUSINESS

On-Demand Engineering Resolution

Manager Klerk stated an approval was needed from the Board for the On-Demand Engineering Resolution presented to the Board during the last Work Session.

The recommendation was as follows:

That the Authority Board approves the selection of:

1. Engineering Management Incorporated
2. Sweitzer Engineering
3. Heath & Lineback Engineers, Inc.
4. Brown & Caldwell

as pre-qualified professional engineering firms under the Resolution Authorizing Selection of On-Demand Professional Engineering Firms for Performance of Engineering Task having a value of less than \$25,000.00

Vice-Chairman Randall Pugh made a motion to approve the On-Demand Engineering Resolution as presented.

Board Member Andy Goodman seconded the motion.

The motion carried with no objections and with all board members present voting.

Rate Study Approval

Manager Klerk asked the Board to approve the contract for Cybergov Consultants, LLC to complete a Rate Study Plan for the Authority.

Board Member Alex Bryan made a motion to approve the contract with Cybergov Consultants, LLC to complete a Rate Study Plan for the Authority.

Board Member Andy Goodman seconded the motion.

The motion carried with no objections and with all board members present voting.

OLD BUSINESS

There was no old business

MANAGERS REPORT

Manager Klerk presented the following report for 2008:

1. Annual Consumer Confidence Report (aka Water Quality Report) has been mailed to all water customers and is advertised in the newspaper and on the JCWSA website.
2. A “Standard Operating Procedures” manual has been put together that covers all operational aspects of the water distribution system, including:
 - General system layout such as pressure zone delineation.
 - Water system employee and managerial responsibilities.
 - Sampling Plan Guidance for bacteria, lead and copper, and disinfection byproducts with all sample sites mapped.
 - Comprehensive system maps listing and showing fire hydrants, pump stations, tanks, etc. Each hydrant has a unique identifying number corresponding to the maps to aid the fire departments and our staff.
 - The operation of each pump station and water tower is included in every asset listed.
 - The Water Quality Reports (aka CCR’s) are included as is the Water Conservation Plan, our construction standards and specs, our cross connection control program, and drought management plan.

This is not only a regulatory requirement, but will serve as a great guidance document. Also, all personnel involved in the water system, including management, are all Georgia certified water distribution operators who have gone through extensive schooling and passed the state exams. This greatly surpasses all water system training requirements. All of our field employees are either cross-trained and certified in water and wastewater... or they are currently taking classes and preparing for exams to do so.

3. Status of water sales to Braselton: City Manager Jennifer Scott has agreed to the following rate structure:
 - 1K to 250K gals/day \$3.01 per 1000 gals
 - 250K to 499K gals/day \$2.90 per 1000 gals
 - >500K gals/day \$2.78 per 1000 gals
 - A monthly minimum is acceptable and will be established in the near future once their ability to purchase water is restored.

4. The Upper Oconee Basin Water Authority has sent the official EPD petition to EPD asking for approval to go to one day/week outdoor watering.....which will be called a Level 4(a) if approved. Watering would be allowed by the following schedule:

- Addresses ending in 0 or 1 Monday
- Addresses ending in 2 or 3 Tuesday
- Addresses ending in 4 or 5 Wednesday
- Addresses ending in 6 or 7 Thursday
- Addresses ending in 8 or 9 Friday

All watering is to be done between 12:00 midnight and 10:00am of the designated day.

ENGINEER'S REPORT

Series 2006B Bond Water Distribution Project

Construction has commenced on East Priority 2 by Dale Construction Company. Pipe and materials are being delivery except for the restrained joint pipe which has a longer delivery time. Derek Dale has requested the use of "restrained gasket" push-on pipe as a substitute to the specified restrained joint pipe. This substitute is acceptable to the JCWSA along with consideration of a cost credit from the contractor. The contractor has been told that he needs to stay on schedule.

Gainesville Water System Connection

The valve and metering vaults have been installed. The installation of pipe, valves, meter, and fittings making the actual connect to Gainesville's system, will be completed in June.

Emergency Chlorination Facilities

Bids were received May 5, 2008 from three contractors (Allsouth Constructors, Lanier Contracting Company. And Willow Construction. Lanier was the low bidder for the Apple Valley P.S. (\$49,059) and Allsouth was the low bidder for Galilee P.S. (\$54,333).

SR 15 Alt and Apple Valley Road Intersection Waterline Relocation Project

Negotiations for shared costs for the waterline relocation were successfully completed with Jackson County in May. Dale Construction we issued a "Notice of Award". A pre-construction conference is scheduled for June 5, 2008. Work will commence immediately.

Middle Oconee Wastewater Treatment Plant Improvements – Services During Construction (SDC)

The Contractor continues to submit shop drawings for review and approval. Mobilization for the construction has begun with the delivery of material and equipment during May. Construction permit applications and fees have been submitted to Quad Cities Planning and Development for their review and approval. Actual ground breaking is expected by mid June.

Doster Creek Pump Station Evaluation

Another site visit of the pump station was performed May 7th with the sales engineer for the original equipment (Gorman-Rupp pumps and appurtenances). The purpose of the visit was to indentify the performance problems and make recommendations for corrections. A second Gorman-Rupp visit was performed at the end of May. Adjustments were made to the soft-start controls which greatly improved the performance of the pump station. Operational and maintenance suggestions were given to the JCWSA operators for improved pump station performance in the future.

SPECIAL RECONITION

Chairman Hunter Bicknell presented Board Member Alex Bryan with a plaque for his outstanding work and appreciation for the time he has committed to the JCWSA Board, the Authority and also to the citizens of Jackson County. Alex Bryan has served for the past three years on the Board and will now rotate off. Everyone was very appreciative for all that Mr. Bryan has done.

There being no other business to discussed Chairman Hunter Bicknell adjourned the meeting at 7:55 p.m.

Denise P. Nation, Board Secretary