

JACKSON COUNTY WATER AND SEWERAGE AUTHORITY

MEETING MINUTES

November 12, 2009

Chairman Pugh called the meeting to order at 6:02 p.m. Members present included Chairman Randall Pugh, Vice Chairman Dave Ehrhardt, Board Member Shade Storey, and Board Member Andy Goodman. Also present: Manager Eric Klerk, Attorney Paul Smart, CIO/GIS Analyst Mike Johnson, Chief Engineer Fred Alke, Wastewater Manager Mark Dudziak, Water Manager Stacy Jenkins, and Finance Director Judy Davis. Visitors included Mark Beardsley with The Main Street News, Mr. and Mrs. Peede and Consulting Engineer Rob McPherson.

APPROVAL OF MINUTES

Member Goodman made a motion to approve the minutes of the November 5, 2009 work sessions minutes and October 8, 2009 regular Board Meeting Minutes as presented.

Member Storey seconded the motion. The motion carried with no objection with all board members present voting.

VISITORS

Mr. and Mrs. Peede, 57 Iron Horse Circle, were recognized by the board. Chairman Pugh asked the Peede's to state their case regarding the water bill in question. Mrs. Peede said she filled out a billing dispute on September 9th. She said she contacted us several times from September 16th through October 23rd checking on the meter test. Engineer Alke explained his faith in our equipment and said he would talk with the Peede's additionally if they were interested. Chairman Pugh discussed the consumption history and also stated that the Authority has to rely on the meter. He explained the conservation rates are the cause of the increased bill. Water Manager Jenkins said he would meet with Mr. Peede to look at the meter testing process. No adjustment was made.

NEW BUSINESS

Draft 2010 Budget

Chairman Pugh presented the budget and mentioned a possible capital expenditure of approximately \$50,000. CIO Johnson explained the probable need for an improved data back-up system that would include hardware and software. Chairman Pugh read from the narrative and stated there is a \$95,000 decrease in this year's proposed budget. He said the budget is balanced in accordance with Georgia law.

Member Storey made a motion to approve the 2010 budget as is.

The motion was seconded by Vice Chairman Ehrhardt. The motion carried with no objection with all board members present voting.

Write Down of Non-Collectible Receivables

Chairman Pugh explained the proposal to write down \$161,850.44 of receivables that go back several years. Any amounts collected from the write-offs will be deposited into the capital reserve.

Member Storey made a motion to approve the write-down of current receivables.

The motion was seconded by Vice Chairman Ehrhardt. The motion carried with no objection with all board members present voting.

Connection Fee Payment Policy

Chairman Pugh presented the details of the connection fee payment policy.

Member Storey made a motion to approve the connection fee payment policy.

The motion was seconded by Member Goodman. The motion carried with no objection with all board members present voting.

Fire Hydrant Meter Rental Agreement

Manager Klerk presented the details of the fire hydrant meter rental agreement including the instructions to the customer to keep the meter valve closed when transporting. Member Goodman asked how often we rent these meters. Manager Klerk said when construction was booming all ten meters would be out at the same time. He said now we rent them only several times a year.

Board Member Goodman made a motion to amend the fire hydrant meter rental agreement, which included an increase in the deposit fees.

The motion was seconded by Vice Chairman Ehrhardt. The motion carried with no objection with all board members present voting.

Engineering Study on Potential Reservoir

Consulting Engineer McPherson explained that in November of 2007 phase one was completed. In August of 2008 an application was completed. Prior to submitting that application, the state notified them that state money has been removed. Consulting Engineer McPherson presented a final report on the phase two findings of the Water Resource Master Plan (enclosure). He recommended reservoir number four or a combination of number four and five in phases.

Chairman Pugh asked Engineer McPherson if they started the project with projected water needs in mind for the growth of the county. Engineer McPherson said that is correct. Chairman Pugh asked based on the scope of work that was presented, if this phase is complete? Engineer McPherson said yes. Chairman Pugh said we have completed the first phase looking at future water needs for Jackson County. Engineer McPherson said the next phase would be a more detailed analysis of sites four and five, and that a phased approach to the development of four and five is an option. It was questioned and noted by Manager Klerk that site number three was probably no longer under consideration due to the tremendous projected costs associated with it, particularly the wetland mitigation requirements alone costing \$72,000,000. Engineer McPherson acknowledged that this is so. He added that after a detailed analysis of four and five is completed you would go forward with obtaining the permits and then land acquisition. Chairman Pugh said regardless of the next step this is when the money part would take place and a substantial investment would have to be made. He said the Authority had no money or the ability to finance the project. He said funding is the problem the Authority is faced with and expected that the county was not in the position to fund the next step either.

Board Member Storey made a motion to table further action on the reservoir until money becomes available or there is further action from the county.

The motion was seconded by Goodman. The motion carried with no objection with all board members present voting.

OLD BUSINESS

Chris Jones – fire hydrant meter billing dispute

Chairman Pugh touched on the details of the dispute and asked if we had contacted Mr. Jones with the settlement agreement. Water Manager Jenkins said he did contact Mr. Jones with the settlement amount and it was satisfactory.

Board Member Storey made a motion to approve the action of the staff.

The motion was seconded by Goodman. The motion carried with no objection with all board members present voting.

MANAGER'S REPORT

At the request of West Jackson Middle School, Water Manager Stacy Jenkins addressed a total of 200 students on October 27th in an effort to educate students on where their water comes from and how it gets to them. Stacy discussed water treatment processes and water conservation and answered a lot of questions. He also received a folder full of "thank you" cards from the students.

On a related subject, the Water authority has reserved a table at the Gordon Street School for the Jackson County School's Career Day on November 20th.

The staff and Authority Manager did this last year and had a good turn-out. Students will be shown the opportunities available and present a picture show that we're sure will generate questions.

The emergency standby pump for the Galilee Pump Station has been installed. A start-up by the pump distributor is scheduled for next week. The Manager doesn't have all the numbers yet but it appears that we'll be \$10,000.00 to \$15,000.00 under the \$85,000.00 approved by the board for this project.

Finance Director Judy Davis has once again received recognition for excellence in financial reporting for the year 2008. As Judy represents the Authority in her official capacity, the Authority will be receiving a plaque indicating the Authority's excellence in financial reporting from the Government Financial Officers Association. What this award verifies is that good information is being disseminated to all interested parties and puts the Authority in a better position with creditors if we ever have the need to borrow money.

With there being no further business to discuss, the meeting was adjourned at 7:50 pm.

Karen Johnson
Board Secretary