

# **JACKSON COUNTY WATER AND SEWERAGE AUTHORITY**

## **WORK SESSION MINUTES**

**September 3, 2009**

Chairman Pugh called the work session to order at 5:33 P.M. Members present included Chairman Randall Pugh, Vice Chairman Dave Ehrhardt and Board Member Andy Goodman. Also present: Manager Eric Klerk, Attorney Paul Smart, Wastewater Manager Mark Dudziak, Chief Engineer Fred Alke, Finance Director Judy Davis, Water Manager Stacy Jenkins and Board Secretary Karen Johnson. Visitors included Consulting Engineer Rob McPherson and Mark Beardsley with The Main Street News.

### **AGENDA ITEMS DISCUSSED**

#### *Workers Compensation Presentation*

Chairman Pugh said our workers compensation is up for renewal in January. Manager Klerk introduced Wayne Dean from BB&T. He stated the estimate from BB&T is less expensive than ACCG. Mr. Dean presented an insurance proposal for workers compensation. Chairman Pugh asked if the majority of the employees were in the clerical classification and, if so, that classification should carry a lower premium. Mr. Dean said yes that is correct. Chairman Pugh confirmed with Mr. Dean that this quote was from Companion and not Travelers. Chairman Pugh asked for an example regarding page 2, coverage that states liability that may be imposed on an employer outside the provisions of a workers compensation law. Mr. Dean said one example would be if he was coming out to help with a fundraiser and got hurt. He is not an employee or a contractor. Chairman Pugh asked Manager Klerk if we had very much of that and Manager Klerk said no, any outside person that comes in is a contractor and they are required to provide us with proof of insurance coverage.

Chairman Pugh said to place this on the agenda for the September 10<sup>th</sup> board meeting.

#### *Visitors*

Manager Klerk gave a brief summary of the three visitors planning on attending the September 10<sup>th</sup> board meeting. Scott and Barbara Desing and Mrs. Kligys will be attending to discuss their billing disputes. Manager Klerk stated since both meters came back accurate, the water usage is considered valid.

Manager Klerk stated that Erma Denny is the third visitor. She wants to make a presentation to the board as a concerned citizen regarding the City of Hoschton's water system. Chairman Pugh asked what she will be presenting. Manager Klerk said she wants to find out if it is feasible for JCWSA to take over Hoschton's water and sewer system. Member Goodman asked if she had any connection with the city of Hoschton.

Manager Klerk said that to his knowledge she did not and that is the first thing that he told her - that a request like that had to come from the City of Hoschton.

Manager Klerk said this is a public meeting and she has the right to come before the board. Engineer Alke said he had just learned that she is a candidate for mayor. Chairman Pugh said we can only respond to an official of the City of Hoschton and that since they have not contacted us we cannot act on her request. If they did come with that request there is an extensive process to follow. Manager Klerk said he explained all of that to Ms. Denny. Manager Klerk asked Attorney Smart if a citizen requests to be put on the agenda do we have to comply? Attorney Smart said yes if it is Authority business related. Chairman Pugh said we should let her come and we will listen to what she has to say and we will respond accordingly.

#### *Bond Refinancing Options – 1999A*

Manager Klerk said to refer to the packet provided. He said Merchants Capitol did a great job of simplifying the proposed process. Manager Klerk said by refinancing our 1999A bond we can realize an initial savings \$160,000 within 2010. He stated it requires the approval of the JCWSA Board and the Board of Commissioners. Manager Klerk and Finance Director Davis said the savings are equivalent to approximately three sinking fund payments.

Finance Director Davis spoke with Jamie Wilson of Merchants Capitol. She said that Mr. Wilson stated he was hoping we would not have to do all of the work that was done last year. Mr. Wilson said he is available to come to the next board meeting to discuss the options. Finance Director Davis said at this time, this is the only bond we have available for refinancing. She said the industry standard is 3% and we would get 6.54%. Attorney Smart said a resolution will be needed. Chairman Pugh discussed whether Jamie Wilson needed to be here and the consensus was he did not. Finance Director said that he can just provide the resolution and Attorney Smart will review it. This matter will be put on the agenda for the September 10<sup>th</sup> board meeting.

#### *Wastewater Treatment Plant Storm Damage*

Manager Klerk explained we had a direct hit from lightening at the wastewater treatment plant. He discussed the items damaged and explained that almost everything is running manually. Manager Klerk said the insurance company has been notified and we have a claim number. Wastewater Manager Dudziak is in the process of getting all the prices together. Board Member Goodman asked if this has hurt our service. Wastewater Manager Dudziak said it has not and we have not violated any permits. Chairman Pugh asked how much of the newer equipment was damaged. Wastewater Manager Dudziak said most of it. Vice Chairman Ehrhardt asked if we have lightening protection. Manager Klerk said there was surge protection but as far as a more sophisticated lightening protection, “no”. Chairman Pugh asked what the total damage might be. Wastewater Manager Dudziak said he does not think it will exceed \$100,000 but he is not sure since he doesn’t have all the quotes in at this time. Chairman Pugh asked how long it will take to repair everything. Wastewater Manager Dudziak said a good portion should be complete by next week and should all be complete by the end of this month.

Manager Klerk said the clarifier project is going very well. The weirs are the only thing left to be installed and then the project will be complete. Chairman Pugh asked if we would cancel the open house and Manager Klerk said no. Finance Director Davis said the deductible was reduced from \$5,000 to \$1,000 by changing from ACCG to BB&T insurance.

### *Office Building Roof*

Manager Klerk gave a brief description of the roof leaks. He stated that the roof has been leaking for some time and the leaks have increased. Engineer Alke is getting three quotes for commercial roof repair. The area of concern is a 50x50 foot section of roof. Engineer Alke gave a brief description of what needed to be done to repair the roof. He said he should have the costs together in time to present at the September 10<sup>th</sup> board meeting. Manager Klerk said we budgeted \$10,000 for roof repair this year but that it would not be enough. Chairman Pugh asked if the leaks were through the fasteners and not through vent pipes or heating and air conditioning units. Engineer Alk said yes. Chairman Pugh said to put on the agenda for next week.

### Old Business

Manager Klerk said a memo was crafted for the board addressing the tap fee refund request from Pendergrass Development, LLC. This was done to set precedence for any future refunds. Chairman Pugh said to put on the agenda for next week.

Chairman Pugh adjourned the meeting at 7:05PM.

Karen Johnson,  
Board Secretary