

**JACKSON COUNTY WATER  
AND SEWERAGE AUTHORITY**

**MEETING MINUTES**

**June 10, 2010**

Chairman Pugh called the meeting to order at 6:08 p.m. Members present included Chairman Randall Pugh, Vice Chairman Dave Ehrhardt, Board Member Shade Storey and Board Member Dr. Neelagaru. Also present: Manager Eric Klerk, Attorney Paul Smart, CIO/GIS Analyst Mike Johnson, Chief Engineer Fred Alke, Wastewater Manager Mark Dudziak, Finance Director Judy Davis and Water Manager Stacy Jenkins. Visitors included Mark Beardsley with The Main Street News and Consulting Engineer Rob McPherson.

**APPROVAL OF MINUTES**

Member Storey made a motion to approve the minutes of the May 13, 2010 regular meeting and the June 3, 2010 work session as presented.

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

**NEW BUSINESS**

*Wastewater Treatment Services Contracts*

Manager Klerk stated that all concerns were addressed on the residential and non-residential contract. He stated that the agreements could be revisited at anytime.

Member Storey made a motion to approve the Wastewater Treatment Services Contracts as presented.

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

*On-Demand Consultant Recommendations*

Manager Klerk noted the four top qualifiers for engineering services and stated they are listed in alphabetical order.

Vice Chairman Ehrhardt asked if we will select the appropriate firm in regards to the type of task. Manger Klerk said that is correct.

Member Storey made a motion to approve the On-Demand Consultant Recommendations as presented.

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

*Extension of The Knight Group Wastewater Tap Contract*

Chairman Pugh reiterated the letter that was received from The Knight Group requesting an extension of time to pay the \$850,000 for 170 taps for which capacity has been held in reserve. He stated that Manager Klerk consulted with Attorney Smart regarding their request. Chairman Pugh said they have drafted a letter of response to be sent to The Knight Group.

Chairman Pugh said Manager Klerk is asking for approval to send the letter. He stated the board cannot honor Knight Group's request to extend the terms but they can renew their contract under a new agreement providing the capacity is available at the time their request is made.

Vice Chairman Ehrhardt made a motion to approve the content of the letter to The Knight Group from Manager Klerk regarding the decision on the request for extension of time to purchase remaining taps.

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

**OLD BUSINESS**

*Apple Valley Pump Station Improvements/Hoods Mill Road Area Pressure Issues*

Manager Klerk requested board approval to start the JCWSA Apple Valley Pump Station Improvement 2010 project at a not-to-exceed cost of \$7,500. He stated that staff thought the project would cost less than \$5,000 but the cost increased due to some custom made fabricated parts.

Water Manager Jenkins described the specialized pipe spools and bolt patterns and explained that is what drove the cost up and the reason the project is not complete as of this date. Chairman Pugh asked how long this will take. Water Manager Jenkins as soon as the parts comes in it will be complete within a week. He said all the parts will cost approximately \$5,800.

Vice Chairman Ehrhardt made a motion to approve the JCWSA Apple Valley Pump Station Improvement 2010 project request for up to \$7,500.

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

## **MANAGER'S REPORT**

Manager Klerk stated the Authority has just sent out the 2009 federally mandated Consumer Water Quality Report. He stated the report represents the Water Authority well and it has been mailed to all customers. Manager Klerk said that Water Manager Jenkins did most of the work on the report.

Chairman Pugh complimented Water Manager Jenkins on the quality of the report. He asked in the case of Hoschton, who is responsible for providing this report. Manager Klerk said Hoschton is responsible for providing their customers with the report but they may need to get some of their information from us.

Manager Klerk said the unaccounted for water report looks much better this month. He stated staff changed all the heads out on the three big wholesale meters. He also stated another factor with water loss that was previously discussed is the issue with vacant properties. Any account that missed a complete billing cycle was notified via door knockers that the meter would be removed. To date we have pulled 130 meters. We have had ten customers establish accounts with us prior to the meter being pulled and another 25 customers established accounts after the meter was pulled. Manager Klerk noted there is a \$200.00 installation fee that applies to all meters pulled.

Manager Klerk stated at the July work session he will be proposing to the board for consideration a comprehensive approach for the Authority to gain water customers in order to improve our customer base. He will have a draft policy for the board to look at including comparison numbers of the cost to put in water lines. It will be designed to pick up customers that do not have waterlines near their residence.

Chairman Pugh stated that this changes the focus from subdivisions with 500 lots to areas that have a dozen or so lots that are not being serviced.

With there being no further business to discuss, the meeting was adjourned at 6:39pm.

Judy Davis  
Finance Director