

**JACKSON COUNTY WATER
AND SEWERAGE AUTHORITY**

**WORK SESSION
November 1, 2012**

Chairman Ehrhardt called the meeting to order at 5: 30p.m. Members present included Chairman Dave Ehrhardt, Board Member Dean Stringer, Board Member David Lathem, and Board Member Pat Bell. Also present: Manager Eric Klerk, Attorney Paul Smart, Finance Director Judy Davis, Authority Engineer Joe Leslie, CIO/GIS Analyst Mike Johnson, Wastewater Manager Mark Dudziak, Water Manager Stacy Jenkins and Board Secretary Karen Johnson. Visitors included Mark Beardsley with The Main Street News

Agenda Items

Proposed Modification of Section 10.200 - Paydays in Personnel Manual

Manager Klerk stated Authority paydays are going from weekly to bi-weekly. This requires a change to the Personnel Policy Manual. In section 10.200 the word "every" would be changed to "on a".

Member Lathem suggested every other Friday and Chairman Ehrhardt suggested bi-weekly on Friday.

No action was taken. This will be put on the agenda for the next meeting.

Presentation of the Proposed Jackson County Water & Sewerage Authority 2013 Budget

Manager Klerk stated a draft of the 2013 budget was sent to board members last week. He stated due to drought restrictions and not having the knowledge of how much water our wholesale customers will purchase, the projected revenues are conservative.

Manager Klerk said there is an 11% operating increase. This is due primarily to maintenance and repair issues including sewer line right-of-way maintenance, along with legal costs associated with the Upper Oconee Basin lawsuit.

Manager Klerk said the contingency budget was increased to cover relocation projects associated with the Jackson County Road Department that may not be fully known at this time.

Manager Klerk said salaries and benefits increased due to the addition of a sewer department employee and adjustments to employee salaries in late 2012.

Manager Klerk discussed the rate increase incorporated in the 2013 proposed budget explaining the increase is due to the allowable amount from the base fee of \$19.00 going from 1500 gallons to 1000 gallons.

Manager Klerk discussed each item on the capitol budget.

Member Bell asked how long a new excavator would last and how long the warranty is. Water Manager Jenkins said the excavator should last approximately twenty years and the warranty is for five years.

Manager Klerk discussed the 2013 projected revenues.

Chairman Ehrhardt stated he felt we had a conservative budget.

Manger Klerk discussed the salary range chart and merit program. Member Lathem suggested the three percent be changed to two and a half percent which is the median based on one percent through five percent.

Finance Director Davis discussed the 2013 water rate schedule. She said the board might want to consider adopting a senior citizens discount. Member Bell suggested that Finance Director Davis inquire to the surrounding area water providers what their policy is.

Finance Director Davis said the Authority will be conducting a new rate analysis in 2013.

Chairman Ehrhardt encouraged all board members to take a look at the draft 2013 budget so it can be voted on at the next meeting.

No action was taken. This will be put on the agenda for the next meeting.

Chairman Ehrhardt adjourned the meeting at 7:12 pm.

Karen Johnson,
Board Secretary

Current Verbiage

10.200 Paydays

All employees are paid every Friday. Each paycheck will include earnings for all work performed through the end of the previous payroll period.

Proposed Change

10.200 Paydays

All employees are paid on a bi-weekly basis on Friday. Each paycheck will include earnings for all work performed through the end of the previous payroll period.