

Jackson County Water and Sewerage Authority
Meeting Minutes
March 9, 2017

Chairman Ehrhardt called the March 9, 2017 Jackson County Water and Sewerage Authority Board Meeting to order at 6:06 p.m.

Members present included Chairman Dave Ehrhardt, Vice Chairman Dylan Wilbanks and Board Member Pat Bell.

Also present: Attorney Paul Smart, Manager Eric Klerk, Authority Engineer Joey Leslie, Finance Director Judy Smith, CIO/GIS Analyst Mike Johnson, Wastewater Manager Mark Dudziak, Associate Engineer Nathan Hester, Water Manager Harold Garrison, Senior Accountant Hope Weeks and Board Secretary Karen Johnson. Visitors included Cindy Edge, Mainstreet Newspapers, Wanda Barnette, Attorney, Tom Kimmel, Galilee Church.

Approval of Minutes

Vice Chairman Wilbanks made a motion to approve the February 9, 2017 Board Meeting minutes.

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

Finance Director Smith presented the financials.

Visitors

Manager Klerk stated Wanda Barnett is attending the board meeting representing a developer. He referred to the map showing the tract of land off Wehunt Road identified as "Tract C", the tract in question.

Ms. Barnett stated her client is purchasing a tract of land that has prepaid the entire amount of wastewater tap fees per a 2005 Wastewater Services Agreement with the Authority. She said the property is scheduled to close on April 16, 2017 and she needs a commitment from the Authority prior to that date on providing wastewater service to the tract's boundary.

Attorney Smart said he can work on the proper paperwork to protect the Authority's interests should the Board move forward with completing off-site sewer.

Manager Klerk said off-site sewer must be completed to service the Wehunt "Tract C". A portion of the pipe (force main) is in the county right-of-way along Wehunt. He said Authority staff has confirmed the pipe is there and appears "okay" condition wise. He explained that the sewer line must be completed and connected to "Tract A" directly behind Traditions, shown on the map (currently known as Morris Creek). Morris Creek is currently under construction and will have the wastewater lift station to carry the wastewater up to sewer on Highway 124. He added that a portion of the proposed line between Wehunt Road and Morris Creek

(identified as “Tract A Extension” on the map) continues onto private property from Wehunt Road now belonging to Dr. Cheng, and there is a sewer easement to extend/serve sewer needs on Dr. Cheng’s property.

Engineer Leslie discussed some of the technical aspects of the situation.

Old Business

ServLine Insurance Implementation

Finance Director Smith stated at the last meeting, a draft leak adjustment policy that would coincide with the proposed ServLine program was discussed. This would take the place of our existing policy.

Attorney Smart said he is comfortable with this new leak adjustment policy. Finance Director Smith said there would be a timeline created to implement the program.

Vice Chairman Wilbanks made a motion to adopt the leak adjustment policy as presented.

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

Vice Chairman Wilbanks made a motion to give Manager Klerk the authority to move forward with signing the contract to implement the ServLine program.

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

Addition to Agenda – Visitor

Mr. Tom Kimmel, Galilee Church, addressed the Board regarding the Authority’s change in the fire line billing procedure. He gave the board his opinion and stated their budget has already been set for 2017. He asked the Board to consider some type of relief for this year and, for next year, he would put the anticipated full amount into his 2018 budget.

Chairman Ehrhardt stated the Board would discuss the matter and contact Mr. Kimmel.

New Business

Doster Creek Repairs

Manager Klerk explained the purchase order for the repairs at Doster Creek Station was \$32,751.00. He stated the repairs have become more complicated and is requesting an additional \$17,000 in expenses.

Vice Chairman Wilbanks made a motion to approve the additional expenses of \$17,420.80 for the Doster Creek Pump Station.

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

MOWWTP Sludge Tank #2 Bid Award

Manager Klerk stated this is the additional sludge tank storage and conditioning tank.

Engineer Leslie said we received four bids. He stated Lanier Contracting was the low bidder at \$331,189.00. He recommends awarding them the contract with a project budget of \$375,000.

Vice Chairman Wilbanks made a motion to award the contract to Lanier Contracting for \$331,189.00 with a project budget of \$375,000 and authorizing the Authority Manager to execute the necessary documents.

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

Rate Schedule Updates

Manager Klerk stated the rate schedule had to be revised to make the class adjustments between industrial and commercial water customers. He added that the class adjustments were in line with the Industrial and Commercial classifications that are outlined in the "Rules of Georgia Department of Community Affairs, Chapter 110-12-1. He said the fire hydrant meter rental rates were added to the schedule as well.

Vice Chairman Wilbanks made a motion to approve the revised rate schedule as presented.

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

Executive Session

Vice Chairman Wilbanks made a motion to go into executive session at 7:28 p.m.

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

Member Bell made a motion to come out of executive session at 8:15 p.m.

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

Vice Chairman Wilbanks made a motion to extend Manager Eric Klerk's employment contract to the year 2020 and to make a \$2,000.00 contribution to his 401 Senior Management account.

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

Vice Chairman Wilbanks made a motion to authorize Manager Klerk to execute documents for the purchase of land from People's Bank.

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

Manager's Report

Customer Service

Customer service has moved to our new leased location at 932 Lee Street, Jefferson. Finance will follow if we can get Windstream to move on fiber into the building.

The main building expansion is ready to go out for public bid. It looks like the bids will come in significantly higher than what was budgeted. If the bids are too high, the Authority always reserves the right to refuse any or all bids.

Wastewater

The effluent recirculating system at the wastewater plant is up and running and doing what it's supposed to, which is limit our potable water purchases from the City of Jefferson, supplying water for chlorination, dichlorination and the sludge dewatering unit.

We are presently swapping wastewater flow with the city as we accept their flow of 30,000 gallons per day and deliver them 30,000 gallons per day at our new Valentine Park Lift Station.

Water

The Authority officially owns what was the Pleasant Acres water system. Some customers have already signed up for service with us. We are having another open house up at the Plainview Fire Department to assist customers in signing up on Wednesday, March 22, from 3:00 pm to 7:00 pm. J&K Construction will be doing the meter change-out work and we have a pre-construction meeting with them this coming Monday morning.

With there being no further business to discuss, the meeting was adjourned at 8:27 p.m.

Karen Johnson,
Board Secretary