

**Jackson County Water and Sewerage Authority**  
**Meeting Minutes**  
**March 8, 2018**

Chairman Dylan Wilbanks called the March 8, 2018 Jackson County Water and Sewerage Authority Board Meeting to order at 6:02 p.m.

Members present included Chairman Dylan Wilbanks, Vice Chairman Pat Bell, Board Member Christopher Nichols and Board Member Don Clerici.

Also present: Attorney Paul Smart and Authority Staff: Eric Klerk, Joey Leslie, Mike Johnson, Mark Dudziak, Harold Garrison, Nathan Hester, Hope Weeks, Judy Smith, Karen Johnson, Amy Bales, Lisa Grainger, Ronna Berrong, Rodney Broome and Caleb Baughcum.

Visitors included Cindy Edge, Mainstreet Newspapers, Trent Lard, Sweitzer Engineering, Bobby Sills, Nelsnick Enterprises, Roger Murray and Bryan Huskey, Bond Counsel, Wade Riley, Whitmire Homes

**Approval of Minutes**

Member Nichols made a motion to approve the February 8, 2018 Board Meeting Minutes.

Vice Chairman 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 presented a summary of the fee dispute with Whitmire Homes and gave the floor to Mr. Riley who was representing Whitmire Homes.

Mr. Riley stated his case, blaming the illegal connection on his plumber, and said he felt the theft of service charges were not valid.

Manager Klerk explained that even if zero water went through the connection, it was not in line with our Standards and Specifications therefore an improper connection and a public health hazard.

Chairman Wilbanks stated the theft of service fee is in the JCWSA Service Agreement and the Board stands by that policy.

## **New Business**

### *2018 Bond Authorization to Proceed*

Manager Klerk stated the bond counsel is in attendance to discuss the bond procedures.

Roger Murray said final approval for the bond will take place March 19<sup>th</sup>.

Mr. Huskey stated the bids and rates will come back the week of March 14<sup>th</sup>.

Member Nichols made a motion to proceed with the 2018 Bond resolution.

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

## **Old Business**

### *Water/Sewer Connection Fee Study*

Manager Klerk presented information that dovetailed with the Water/Sewer Connection Fee Study performed by Bobby Sills. He said there would be a big impact from the recommended increase in water connection fees and a small impact from the sewer connection fees.

Manager Klerk said this increase will allow new development to pay a fair share of debt for our existing/proposed system and use additional revenues to keep future rate increase requirements lower.

Bobby Sills presented the following three options to the board for their consideration:

- OPTION 1 – INCREASE PROJECTED FCCF REVENUE IN CFM BY \$250,000 FOR FY19/NO RATE INCREASE
- OPTION 2 – INCREASE PROJECTED FCCF REVENUE IN CFM BY \$125,000 FOR FY19/1% RATE INCREASE
- OPTION 3 – \$50 - 75K ADDITIONAL FCCF REVENUE/2.0% RATE INCREASE
- NO CHANGE IN CONNECTION FEE/3.0% RATE INCREASE

Finance Director Smith stated we are supplementing every water connection with operating revenue.

Staff recommendation is implementing Option 3 in May or June of 2018.

Member Nichols made a motion to proceed with the staff recommendation of Option 3 effective June 1, 2018 for the water/sewer connection fee increase.

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

### **Executive Session**

Vice Chairman Bell made a motion to go into Executive Session at 7:20 p.m.

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

Vice Chairman Bell made a motion to come out of Executive Session at 8:11 p.m.

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

Member Nichols made a motion to approve the renewal of Manager Klerk's employment contract.

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

Note: After Executive Session, Member Clerici excused himself from the meeting.

### **New Business**

#### *Update on WWTP Upgrade*

Manager Klerk explained the upgrade to the sewer plant, which is necessary for continued growth, will increase capacity to 1.25 MGD.

He stated to meet the additional and more stringent discharge limits proposed by the EPD, the following upgrades are necessary:

- Move a pumping station
- Transition from chlorine to ultra violet disinfection
- New sludge pump station
- Addition of a third secondary clarifier
- Additional sludge holding tank and press

Manager Klerk said these changes have increased the original engineering agreement with Sweitzer Engineering by \$148,000. He said this fee is about 4.5% of the total cost of the project and usually this type of fee is about 6% for this type of project.

Trent Lard explained that we are running into capacity issues right now. He said when you reach 90% of your capacity you should already be in expansion construction.

Member Nichols made a motion to authorize the Authority manager to execute the Amendment of \$148,000 to the contract with Sweitzer Engineering for the WWTP upgrade.

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

*Neptune Remote Data Collection*

Manager Klerk stated in June of 2017 the Board authorized two radio towers in the amount of \$52,000 for meter collection stations. He said one tower has already been installed on the JCWSA Traditions water tank and the second one will be installed on the Jefferson 1-85 water tank in June of 2018.

Manager Klerk said he is asking for approval for a third tank to be installed in the amount of \$22,000. He said Neptune identified the JCWSA Talmo water tank as a site to install the third tower.

Manager Klerk said this will give us the ability to pick up as many as 3500 meters.

Member Nichols made a motion to approve the purchase of the Neptune Reading Equipment for Talmo Tower from Delta Municipal Supply.

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

With there being no further business to discuss, the meeting was adjourned at 8:36 p.m.

Karen Johnson,  
Board Secretary