

**JACKSON COUNTY WATER
AND SEWERAGE AUTHORITY**

WORK SESSION

March 6, 2008

Chairman Hunter Bicknell called the work session to order at 5:35 p.m. Members present included Vice Chairman Randall Pugh, Board Member Alex Bryan, Board Member Andy Goodman and Board Member Rob Jordan. Also present: Manager Eric Klerk, Attorney Paul Smart, GIS Analyst Mike Johnson, Chief Engineer Fred Alke, Engineer Rob MacPherson, Wastewater Chief Operator Mark Dudziak, Water Supervisor Stacy Jenkins, Accounting Administrator Judy Davis, and Board Secretary Denise Nation. Visitors included Jackson County Commissioner Chairman Pat Bell, and Mark Beardsley with The Main Street News.

AGENDA ITEMS DISCUSSED

Oconee Water Purchase from Jackson County

Jackson County Commissioner Chairman, Pat Bell, stated that Oconee County has requested to purchase water from Jackson County. Commissioner Bell stated that Oconee County stated they would be willing to pay \$1.60/1000 gallons. Chairman Bicknell stated that the key was to get a commitment from Oconee County to buy some minimum amount of water on a scheduled basis or at least pay for a minimum amount of water.

Member Bryan stated that he felt it would be to the best interest of all if this matter was tabled until more information was known.

Chairman Bicknell stated this item will be tabled and taken under advisement.

No action was taken.

Water Service to Norman & Williams Road, South Jackson County

Manager Klerk stated that there is a water main on Crooked Creek Road that could be tied in to running water to both of these roads. The main problem with providing them water is that both of these roads were under prescriptive easements only. Our attorneys have recommended that the Authority never put a water main in a prescriptive easement. Manager Klerk also stated that the Authority would have to obtain easements essentially from every homeowner.

Chief Engineer Fred Alke stated that the homeowners could pursue with the county to get Right of Ways down both of these roads that would make it easier for the Authority to come in later and run water lines.

Chairman Bicknell asked Chief Engineer Alke to speak with the homeowners and explain to them what they need to do with the county, but that at this time our hands are tied.

No action was taken.

Level 4 Drought Exemption Reinstatement

Manager Klerk stated that Governor Perdue announced more flexibility in outdoor watering restrictions. Through these restrictions, you can hand water for 25 minutes from 12:00 midnight until 10:00 am. This is on the odd even schedule. Also, anyone wishing to water new professionally installed landscape must register with the Outdoor Water Use Registration Program. Newly professionally installed landscape can be watered up to three days a week on the odd/even schedule. Manager Klerk further stated that the Authority would still have to achieve the 10% reduction in water use. In October, with the Boards approval, the Authority cut all exemptions for watering except for mortar mixing and the car wash, but in February the Board reinstated the exemptions.

Manager Klerk further stated that in order to lift any of the restrictions, the JCWSA Board would have to vote at their next meeting for any other restriction reductions.

No action was taken at this time.

SPLOST Surplus Dollars

Chairman Bicknell and Manager Klerk stated that more information was needed on this subject and decided to discuss this matter at the next Work Session of the Board.

No action was taken.

Expiring Prime Engineering Master Contract

Manager Klerk stated that the Master Contract with Prime Engineering, outside the contract for the wastewater treatment plant, for \$700,000.00 or 3 years, which ever came first was about to expire. There is about \$70,000.00 left on the contract.

Manager Klerk stated that the Board if they so choose, would need to renew another contract with Prime Engineering.

Chairman Bicknell stated that we would like to renew with Prime Engineering but possible at a lower dollar amount and at a better rate. Chairman Bicknell also asked Prime Engineer Rob MacPherson to see what kind of rates he would work out for the Authority.

No action was taken.

Middle Oconee Wastewater Treatment Plant – Bid Award

The board discussed the bids received for the Middle Oconee Wastewater Treatment Plant Project. The bid was awarded to Allsouth Constructors, Inc. The bid included several alternates. The board discussed at length with staff and Prime Engineering the best way to go financially.

No action was taken.

Wholesale Water Rate Modification

This item was tabled until next Work Session.

Amendment to Regular Meeting Time

The board discussed changing the regular board meeting time from 7:00 pm on the second Thursday of each month to 5:30. This would make it a little easier for the staff that has to stay over for the meetings.

Attorney Paul Smart stated that it would take a vote of at least 4 of the board members to make this amendment. Chairman Bicknell stated that they would vote on this at the next regular board meeting.

No action was taken.

Personnel Policy Changes

Manager Klerk stated that a change to the personnel policy on accumulated annual and sick leave needed to be made. The Authority has several employees that have maxed out on leave and cannot accrue any more until they take some time off. Manager Klerk also stated that it is almost impossible at times for these employees to take the time off. Manager Klerk asked that the board consider the following change to the personnel policy:

It will state: Annual leave may not be accrued in excess of 240 hours. The Authority Manager shall grant up to 40 hours of pay in exchange for 40 hours of annual leave per employee per year providing the employee has accrued the maximum allowable of 240 hours of annual leave. This can be done once per year only during the last month of the fiscal year. Upon separation, the employee will be paid for all accumulated annual leave up to 240 hours if separated in good standing.

Manager Klerk also stated that there was one other change he would like to recommend. Manager Klerk stated that Judy Davis has now completed her training and has received her certification as a Chief Financial Officer. Thus, Manager Klerk requested that her title from Accounting Administrator be changed to Finance Director.

Chairman Bicknell and other board members commended Mrs. Davis on her success.

Chairman Bicknell stated that the board would vote on these changes in personnel policy at the next board meeting.

No action was taken.

Executive Session

Chairman Bicknell made a motion to go into executive session for the purpose to discuss personnel matters.

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

The JCWSA Board met in executive session at 7:45 pm.

Member Bryan made a motion to adjourn the executive session.

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

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The JCWSA board executive session adjourned at 8:05 pm and the regular meeting reconvened. No action was taken in executive session.

There being no further items of discussion, this work session as adjourned at 8:10 p.m.

Denise P. Nation, Board Secretary