

**JACKSON COUNTY WATER  
AND SEWERAGE AUTHORITY**

**MEETING MINUTES**

**July 9, 2009**

Chairman Pugh called the meeting to order at 6:04 p.m. Members present included Chairman Randall Pugh, Vice Chairman Dave Ehrhardt, Board Member Shade Storey, Board Member Andy Goodman and Board Member Dr. Neel. Also present: Manager Eric Klerk, Attorney Paul Smart, CIO/GIS Analyst Mike Johnson, Chief Engineer Fred Alke, Wastewater Manager Mark Dudziak, Water Services Manager Stacy Jenkins, Finance Director Judy Davis, Board Secretary Karen Johnson and Engineer Richard Check. Visitors included Mark Beardsley with The Main Street News

Chairman Pugh took a moment to welcome new board member Dr. Neelagaru.

**APPROVAL OF MINUTES**

Member Goodman made a motion to approve the minutes of the June 11, 2009 regular meeting and the June 25<sup>th</sup> called meeting.

Member Storey seconded the motion. The motion carried with no objection with all board members present voting with the exception of Dr. Neel.

**NEW BUSINESS**

*On Demand Engineering Services*

Chairman Pugh explained the need for on demand engineering services. Manager Klerk said this was a policy that was passed by the board over a year ago. He said the on demand service is to address critical situations and maintain competitiveness between firms. Manager Klerk explained that each June we solicit qualifications from various engineering firms and Authority policy dictates that at least three firms be chosen. The engineering dollar amount is not to exceed \$25,000 for any firm for any specific project. Engineer Alke extended an invitation for qualifications to eight companies, two of which dropped out. After each firm's qualifications are submitted, the staff evaluates them using a ranking system developed by Engineer Alke. Each firm was rated by JCWSA departments heads using this ranking system. Engineer Alke compiled all the data together then a decision was made. Manager Klerk said that in the future the board may want to extend the on demand contract from one year to two-three years. The staff recommended the following firms for the next year: EMI, HSF and Woods Brothers.

Member Storey made a motion to approve the recommended three engineering firms.

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

### *Old Generator Cover*

Chairman Pugh said we had a request from Banks County EMT to receive the old generator cover at the WWTP for their training facility. Manager Klerk said they will be responsible for pick up of the cover. Vice Chairman Ehrhardt asked if Jackson County had a use for it. Wastewater Manager Dudziak replied they did not. He did say that he checked around with other possible places of interest and there were not any.

Member Goodman made a motion to declare the generator cover as a surplus item.

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

Member Neel made a motion to approve the donation of the generator cover to Banks County EMT.

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

### **OLD BUSINESS**

Member Goodman asked if Mrs. Kelly had been notified of our decision regarding her request for reimbursement for water damage to her home. Attorney Smart said he sent her a letter stating our policy.

### **MANAGER'S REPORT**

Manager Klerk passed out photos of the completed generator cover. He stated the local noise standard is 70 DB and this is actually about 50 DB. He said you can even have a conversation when you are standing next to it. He also passed out pictures of the pump station at the WWTP. That project is about to be closed out. The clarifier rehabilitation is on track and scheduled to be done in August. It should be complete by the end of August or first week of September. Manager Klerk mentioned that we will be hosting an open house at the Wastewater Treatment Plant sometime in the middle to end of September. Manager Klerk said that somewhere during that time period the EPD wants to come to the plant to look at it.

Manager Klerk reported that billings were up over \$100,000 this month; much of this was due to selling water to Braselton. He also said that this drives down our cost of water from Bear Creek. Member Goodman asked how Bear Creek was holding up. Manager Klerk said it was at full pool.

Member Goodman asked if our customer levels were staying about the same. Manager Klerk said yes. We now have 6964 customers and at one time we had 7025. Member Goodman asked if we had a lot of delinquent bills. Finance Director Davis said our cut off list had less than fifty this month. She stated the uncollectable on the aged receivables were a different story. Finance Director Davis said these go back many years and the board will need to take a look at them before the end of the year.

## **ENGINEERS REPORT**

### **WASTEWATER SYSTEM**

#### **1. Middle Oconee Wastewater Treatment Plant Improvements – Services during Construction (SDC)**

*Description:* Prime Engineering is providing SDC for the initial improvements to the Middle Oconee Wastewater Treatment Facility.

*Status:* The following items were performed during the month of June:

Delivery and installation of the sound attenuation enclosure was completed and meets the installed generator conditions.

*Action Items:* No further action by Prime Engineering is required. The project has been closed out. The Authority is preparing Operations and Maintenance Manuals to submit to EPD.

### **WATER RESOURCES PROGRAM**

#### **1. Jackson County Water Resources Master Plan Study – Phase II, Alternative Site Analysis Services for Three Alternative Water Supply Reservoirs**

*Description:* Prime Engineering is furnishing engineering services associated with continuation of the feasibility analysis of new water supply reservoirs for Jackson County. This task includes Water Quality Impairment Status, Preliminary Geotechnical Investigation, Environmental Information Document (EID), Watershed Protection, Hydrologic/Hydraulic Modeling and Yield Analysis, Property Research, Conceptual Reservoir Design, Conceptual Cost Estimate, Financing Alternatives, Permitting and Mitigation Assessment, Recommendations and Assistance with Water Supply Grant Application.

*Status:* All environmental and geotechnical field work was completed in June. The office work has commenced and is anticipated to be complete in September.

*Action Items:* Finalize all office work necessary to complete feasibility analysis. The complete analysis and “Draft” report will be completed in September

With there being no further business to discuss, the meeting was adjourned at 6:54 pm.

---

Karen Johnson  
Board Secretary