

Jackson County Water and Sewerage Authority

Meeting Minutes

January 8, 2015

Chairman Ehrhardt called the January 8, 2015 Jackson County Water and Sewerage Authority Board Meeting to order at 6:05 p.m. Members present included Chairman Dave Ehrhardt, Vice Chairman Shade Storey, and Board Member Pat Bell. Also present: Manager Eric Klerk, Attorney Paul Smart, Finance Director Judy Smith, Authority Engineer Joe Leslie, CIO/GIS Analyst Mike Johnson and Water/Wastewater Manager Mark Dudziak. Visitors included Mr. Tom Plank, Customer

Approval of Minutes

Vice Chairman Storey made a motion to approve the October 9, 2014 Board Meeting Minutes, November 13, 2014 Board Meeting Minutes and December 4, 2014 Work Session Minutes.

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

Visitors

Chairman Ehrhardt introduced Mr. Tom Plank. Mr. Plank explained the reason he was appearing before the board. He stated back in the 1990's, he built three duplexes on the same tract of land. He stated he requested installing one meter for all three duplexes to share instead of installing one meter for each duplex. Mr. Plank said he discussed this with Authority staff at that time and claims he was given permission. Mr. Plank said he recently received a letter from the Authority regarding an illegal connection on this same tract of land. Mr. Plank requested, due to costs, if he could possibly be grandfathered in and not be required to purchase separate meter connections. He stated it has been this way for the last ten years.

Finance Director Smith said his account showed up on the high usage report due to a toilet leak. This leak led to the discovery of the unauthorized connection. Finance Director Smith said this prompted the proposed multiple residences resolution on the Agenda.

Manager Klerk explained the resolution would allow grandfathering in existing connections like Mr. Plank's with duplexes and apartments. He informed Mr. Plank that he would be responsible for purchasing and installing a backflow prevention device on his system. Mr. Plank asked where he could purchase the backflow device and verified he would need to have it tested every year. Manager Klerk said the State, as well as Authority Policy, requires the installation of a backflow device including yearly testing for multifamily dwellings.

Engineer Leslie stated we would send Mr. Plank the Authority's requirements along with some possible vendors.

Mr. Plank requested a copy of the approved minutes.

New Business

Election of Officers

Attorney Smart stated every January the Authority by-laws require an election of officers for Chairman, Vice Chairman, Treasurer and Secretary.

Attorney Smart opened the floor up for the following nominations.

Chairman: Vice Chairman Storey nominated David Ehrhardt. Member Bell seconded the nomination. The motion carried with no objection and all board members present voting.

Vice Chairman: Member Bell nominated Shade Storey. Chairman Ehrhardt seconded the nomination. The motion carried with no objection and all board members present voting.

Secretary: Vice Chairman Storey nominated Karen Johnson. Member Bell seconded the nomination. The motion carried with no objection and all board members present voting.

Treasurer: Vice Chairman Storey nominated Judy Smith. Member Bell seconded the nomination. The motion carried with no objection and all board members present voting.

Execution of Parks Creek Reservoir Agreement Amendment

Manager Klerk stated he received a letter from Jackson County Government declaring the BOC voted unanimously to approve the first amendment to the contract on the Parks Creek Reservoir. He stated Attorney Smart drafted the Amendment. Manager Klerk summarized that the Amendment took Jackson County off the original Agreement as a party to the original Agreement, thereby leaving only the two remaining parties, The City of Jefferson and the JCWSA, under the Agreement once Jefferson executes the agreement as well.

Vice Chairman Storey made a motion to approve the execution of the Parks Creek Reservoir Agreement Amendment signed by the Chairman and attested by the Secretary.

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

Adoption of Resolution Addressing Metering of Multiple Residences

Manager Klerk explained the reason for the proposed resolution addressing the metering of multiple residences on the same property.

Chairman Ehrhardt clarified a few points including that this resolution does not affect single family dwellings. He stated grandfathering-in does not apply to single family residences. The resolution applies only to multifamily residences going forward from this date.

Manager Klerk explained that backflow language has been incorporated into the resolution. He said this proposed resolution will allow currently installed multifamily residences to operate on one meter connection.

Finance Director Smith explained that Mr. Plank purchased his meter connection during a SPLOST project and that he was given permission to have just one connection likely by former staff members.

Vice Chairman Storey made a motion to approve the adoption of the Resolution Addressing Metering of Multiple Residences.

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

Engineering Agreement with Global Energy & Water Consulting for Parks Creek Reservoir

Manager Klerk explained the engineering agreement associated with Parks Creek with Global Energy & Water Consulting. He said he felt it was good to have Global on our team to watch out for the Authority's best interest in moving forward with detailed negotiations concerning Parks Creek. Manager Klerk said this is an "as needed" type of agreement.

Vice Chairman Storey made a motion to approve the Engineering Agreement with Global Energy & Water Consulting for Parks Creek Reservoir executed by the Chairman and attested by the Secretary.

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

Ratifying Payment of Invoice for Work on Drainage System and Concrete Drive at Main Office

Manager Klerk reminded the Board about the Authority's front offices that flooded. He explained that a new drainage system was installed outside in front of the building. Manager Klerk stated Keith Hays, J & K Utilities performed the work for the Authority but it was a few thousand dollars over his spending limit. Manager Klerk requested to have the invoice from J&K Utilities ratified.

Vice Chairman Storey made a motion to ratify the invoice to J&K Utilities.

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

Managers Report

Water

The design for the Talmo Pump Station, slated for construction in the capital budget for 2015, has been completed. We are planning on advertising for bids on this project beginning January 13th. We will have a Pre-Bid meeting scheduled for February 2nd at 1:00 pm.

We will have the bid opening scheduled for February 10th at 10:00 am. Hopefully we will be able to make a recommendation to the Board at the regularly scheduled Board Meeting on February 12th.

Starting now, the Authority has to undertake additional sampling of our water system due to new EPA regulations, specifically the UCMR 3. Going forward over the next two years, we need to implement UCMR 4. *See email (on screen)*. The first round, just taken and sent in, has proven to be extremely tedious and time consuming. Training to take the samples is also required.

Wastewater

The Possum Creek Sewage Pump Station, that gave us major problems last summer, had a planned upgrade that could have cost \$167,000 based on bids received. The work is almost complete and at a cost of \$67,000, roughly saving us \$100,000. This is because we were able to do an identical pump replacement with no retrofitting and the Authority purchased the pumps directly.

The Wastewater Plant's sludge press project, also slated for construction in the capital budget in 2015, should be ready to advertise for public bids sometime next month.

Finance

The Authority, thanks to Judy Smith's knowledge and leadership, has once again received the "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers Association. This is for the fiscal year ended December 31, 2013 and it is the 7th consecutive year in a row that we've received it.

Chairman Ehrhardt said he would like to see the Authority track our flows to better prepare for the future.

Chairman Ehrhardt requested the italicized verbiage regarding time limits for visitors be removed from the agendas. Attorney Smart stated it is an Authority policy therefore will still need to be available t the board meetings.

With there being no further business to discuss, the meeting was adjourned at 7:30 p.m.

Karen Johnson
Board Secretary