

# **Jackson County Water and Sewerage Authority**

## **Meeting Minutes**

**February 12, 2015**

Chairman Ehrhardt called the February 12, 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, Board Member Joe Hicks 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, Water/Wastewater Manager Mark Dudziak and Board Secretary Karen Johnson. Visitors included Katie Cofer, Main Street Newspapers

Chairman Ehrhardt added one item to the agenda; Dry Pond Water Tower Painting

### **Approval of Minutes**

Vice Chairman Storey made a motion to approve the January 8, 2015 board meeting minutes with the addition of the words “existing” and “one meter” added to the last paragraph on page two.

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

### **Old Business**

#### *Standards and Specifications*

Chairman Ehrhardt stated we have been working on the Authority Standards and Specifications for some time. He said that he and Authority staff met with two developers and discussed their issues. Chairman Ehrhardt said we have compromised on a few items and left some items open for discussion.

Manager Klerk discussed the issue of locating utility lines. He explained about the bond maintenance period and the two conditions of final Authority acceptance. He stated Attorney Smart researched this issue and concluded that the Authority is responsible for locating the lines if we own, control or operate the utilities in question. He stated since we meet two of those conditions, we will be responsible for locating the lines during the maintenance period in question. Chairman Ehrhardt clarified if the Authority would be responsible for locates at the beginning of the bonding period or after the bonding period. Manager Klerk stated that the Authority’s locating responsibility would begin at the start of the bonding period which is also the Authority’s Initial Acceptance of the project.

Engineer Leslie stated another issue with the proposed Standards was the possibility of removing the ductile iron coating if the sewer lines had steeper slopes. He stated he looked into this and recalculated the recommended minimum grades in the minimum pipe slope column and added an exception for the coating based on feedback from the Board.

Engineer Leslie stated his opinion is that it would be best to coat every pipe buried deeper than fifteen feet but would go with the wishes of the Board; he said he made an exception that we could omit the coating requirements provided the contractor meet the minimum grade. He restated this would only apply to pipe more than fifteen feet deep. Engineer Leslie said the contractor would have a choice to coat the pipe or make its slope greater.

Manager Klerk stated that coating the pipe is a more permanent solution and he recommends we keep the proposed coating requirement since sewer pipe fifteen feet deep or more is very hard to access for repair or replacement.

The current detail for the thrust collars was discussed by Engineer Leslie. He explained that the current detail applies for all pipe size six to twenty-four inches. He proposed that the future detail only apply to pipe six to twelve inches. Engineer Leslie said larger pipe sizes cause a large variation on the correct design for thrust collars and these must be designed on a case-by-case basis by an engineer. Chairman Ehrhardt said if Engineer Leslie feels comfortable with this design then that is fine.

The next topic discussed was soil compaction. A lengthy discussion ensued as to whether 95% or 98% compaction was necessary. Engineer Leslie said it is relatively easy to get soil to a 98% compaction. He said we have had no issues with getting to a 98% compaction. He said the top one-foot under pavement is required to be 98% and outside of pavement the entire trench is 95%. Vice Chairman Storey clarified that 95% was outside of the right away. Member Hicks asked Engineer Leslie if in his professional opinion 95% would be the minimum when outside the right-of-way. Engineer Leslie said it is probably typical.

Member Hicks asked Engineer Leslie his professional opinion on the sewer pipe coating issue. Engineer Leslie stated that the coating is like having insurance, we are less likely to go back in and replace pipe. Chairman Ehrhardt said he understands and pointed out there are other communities that are doing it. Member Hicks asked Engineer Leslie what his opinion would be with removing the coating. Engineer Leslie said he would not recommend it but he would go with whatever the board desires. Member Hicks said his goal is to meet in the middle with the development community but his number one goal is to have a safe and reliable water and sewer system. Chairman Ehrhardt added that Engineer Leslie is trying to minimize potential cost to the Authority.

Further discussion ensued on acceptance of water and wastewater projects. Exact verbiage was confirmed that the Jackson County Unified Development Code (JCUDC) policy is a two year maintenance bond or 75% build-out, the maintenance bond is renewable until the 75% build-out is achieved. This must happen for the County to take ownership. Manager Klerk stated the Authority's policy is the same and previously the Board passed a resolution in 2011 with almost the same verbiage. Chairman Ehrhardt said "why wouldn't we want to be covered like the County is?" Manager Klerk agreed. He said if the Board of Commissioners ever changes their policy within the JCUDC we would know through our working relationship with Jackson County Public Development.

Vice Chairman Storey had some questions on the Authority's backflow policy. Manager Klerk said most of what is in the Authority's current policy is state and federally mandated. Vice Chairman Storey asked about the cost of the device.

Manager Klerk said the size of the device drives the cost as well as the fittings because material costs increase greatly with increases in size - and they have to be lead-free by law now.

Member Hicks made a motion to approve the Standards and Specifications as presented with the modifications discussed in the February 12, 2015 Board Meeting.

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

Member Hicks made a motion to clarify that pipe lines fifteen feet or deeper will be ductile iron and poly coated as presented and recommended by the Authority Engineer with no exceptions.

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

## **New Business**

### *Staff Recommendations for Award of Talmo Booster Pump Station*

Manager Klerk gave some background on the Highway 60 tank. He stated we lose a lot of water from this tank because of a valve that feeds another pressure zone which is the Talmo zone. He said that puts more stress on keeping enough water in the tank for Braselton's high usage. He said there is an old abandoned Talmo Pump Station that we will revitalize. We are adding larger pumps (taken from the Wheeler Cemetery Road Commerce connection) and they will be housed in a new building. This station will be able to pump to the Talmo tower without pulling water from the Highway 60 tank.

Engineer Leslie said we advertised for the project and had four companies request the bid package. We received bids from three: Allsouth Constructors, Griffin Brothers and Willow Construction. He stated the cost estimate of \$280,000 was prepared by EMI and the low bid was \$239,900 – Allsouth Constructors. Engineer Leslie stated staff recommends awarding the contract to Allsouth Constructors.

Engineer Leslie stated EMI has a resolution to award the project.

Chairman Ehrhardt pointed out that since we are providing the pumps for the project (used) that we are assuming some of the risk. Engineer Leslie said new pumps have a long lead time and we need to get the project going. He said this was addressed in the pre bid meeting.

Member Bell made a motion to approve the resolution for the purpose of awarding the construction contract for the Talmo Booster Pump Station and to authorize the Authority Manager and Secretary to execute the documents to Allsouth Constructors.

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

*Demand Services Engineering Contract for the Force Main Services at the Jefferson I-85 Waste Water Facility*

Manager Klerk stated we have a long standing agreement with the City of Jefferson. He said basically it is a sewer swap agreement. If Jefferson requests it, we can take up to 100,000 gallons capacity per day in our plant for Jefferson. They can do the same for us as well at their I-85 plant. Manager Klerk said Jefferson has requested some of that capacity. Manager Klerk said we can exercise this agreement and put matching flow from our system into the City of Jefferson's I-85 plant. He said we can put a small pump station in with a small force main and pump it into Jefferson's plant. He said we are looking at some possible routes but generally know where that station should go. Manger Klerk said we hired Sweitzer Engineering through our On-Demand Engineering Services Policy. He stated the Board has to be informed of the firm we are using. Manager Klerk said we have already met with the City of Jefferson to lay out some ground work. He said we are trying to do this concurrently with Jefferson's work as they try to get their flow into our plant. Manager Klerk said at this time we do not have any projected project costs, but it is a cheaper way for the Authority to gain treatment capacity in the short term rather than adding additional capacity at the Middle Oconee plant. Engineer Leslie said it will be a very small pump station.

Chairman Ehrhardt asked what the fee is from Sweitzer Engineering. Engineer Leslie said the preliminary design fee is \$8,700 and the final design fee is \$33,750.

Chairman Ehrhardt asked if the pump station would be designed for expansion. Engineer Leslie said we did not put that in the design. Manager Klerk said the reason is the feedback we are getting is that Jefferson's I-85 plant is more than five years out before they begin construction to expand.

Member Bell made a motion to approve the On Demand Consulting Engineering Services Agreement with Sweitzer Engineering for the Pump Station and force main design at the Jefferson I-85 Wastewater Facility, executed by the Authority Manager.

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

*Dry Pond Water Tower Painting*

Manager Klerk stated the tower at Dry Pond Road needs to be repainted. He said that the directive from the Board is no advertising on our water towers. Manager Klerk said in this instance it's slightly different because we are being asked by a public entity, Jackson County Government, to keep language that is already on the water tower. "Jackson County Means Business". He stated the request came, in a letter, from the Jackson County BOC. In summary, they felt it is in the best interest of the citizens of this county. Manager Klerk said that statement will be on one side of the tower and the Authority logo is on the other side of the tower. Manager Klerk confirmed with Attorney Smart a motion should be made to keep the current language on the tower.

Attorney Smart said he does not see where this would create an obligation for other municipalities or entities on our part.

Member Bell made a motion to approve the adoption of the BOC request to retain the current verbiage “Jackson County Means Business” on the Dry Pond Water Tower with the JCWSA logo on the other side of the tower.

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

### Executive Session

Vice Chairman Storey made a motion to go into Executive Session for an employment matter at 8:07 p.m.

Member Hicks 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 8:50 p.m.

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

Vice Chairman Storey made a motion to amend the employment agreement for Manager Eric Klerk as presented and executed by the Board.

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

Vice Chairman Storey made a motion to contribute \$2,000 to Manager Eric Klerk’s 401 SM retirement plan executed by the Chairman and Board Secretary.

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

### Managers Report

Manager Klerk presented and discussed the following charts:

Data Supplied

By: **Judy** **Calculated** **Mark** **Donna**

## Waste Water Committed Capacity Use

Period	ERU's Billed This Month	Calculated Flow Constant Billed ERU's x Red Constant Below	Measured Plant Influent Actual Monthly Avg, Gal. Per Day	Committed Capacity From Database To Date, Gal. Per Day
<b>2014</b>		<b>300</b>		
Nov	682	204,600	294,800	1,644,121
Dec	680	204,000	264,000	1,644,121

2015				
Jan			- 302,800	1,645,621
Feb				
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
<b>Column Average</b>	<b>681</b>	<b>136,200</b>	<b>287,200</b>	<b>1,644,621</b>

ProjectName	JCWSA_ID	Sewer	Lots	ERUs	PAID	NotPaid
City of Jefferson	00-00-12	TRUE	0	333.33	333	Donated
Gum Springs Elementary School	41-03-07	TRUE	0	44.5	45	Donated
Toyota	00-00-21	TRUE	0	500	500	Donated
West Jackson Middle School	00-00-26	TRUE	0	45.6	46	Donated
Jefferson Downs	00-00-13	TRUE	64	0	0	64
Pendergrass II	37-01-07	TRUE	300	0	100	200
Pendergrass Townhomes	29-10-06	TRUE	168	0	100	68
Westcott Place, phase 1 (- 16 Lots for Church use subtracted from total NotPaid Lots, 170- 16=254)	10-05-06	TRUE	254	0	100	154
Braselton Farms	00-00-04	TRUE	38	0	38	0
Traditions (ALL)	00-00-22	TRUE	1551	0	1550	1
Briarcrest	00-00-05	TRUE	87	0	87	0
Brooks Village	00-00-06	TRUE	116	0	116	0
Buffalo Creek Basin (These are for Wehunt Hills)	00-00-07	TRUE	135	0	135	0
Bumper to Bumper Shine	18-07-06	TRUE	0	4.37	4	0
Burger King at West Jackson Crossing	73-05-08	TRUE	0	4	4	0
Burnett Tract	00-00-08	TRUE	243	0	243	0
Byers Place/Woodberry Farm (Wehunt Hills = 0)	11-05-06	TRUE	154	0	154	0
Charlotte Estates	00-00-09	TRUE	105	0	105	0
C-Store @ West Jackson Crossing	99-02-10	TRUE		1.3066	1	0
CVS/pharmacy	64-02-08	TRUE	0	2.66	3	0
Edison Meadows (Wehunt Hills = 0)	23-09-06	TRUE	66	0	66	0
Family Dollar #700778	137-03-12	TRUE	0	2.6666	3	0

Heritage Point	00-00-10	TRUE	145	0	145	0
Jackson 85 Distribution Center	16-06-06	TRUE	0	250	250	0
Jameston Place	00-00-11	TRUE	87	0	87	0
Jefferson Distribution Center	45-04-07	TRUE	0	72.5	73	0
Laurel Cove	4/3/2006	TRUE	75	0	75	0
McDonald's at West Jackson Crossing	83-09-08	TRUE	0	4	4	0
Millstone Crossing	00-00-14	TRUE	93	0	93	0
NGPG West Jackson	172-10-13	TRUE	0	1.41	1	0
North American Stainless Steel	00-00-15	TRUE	0	1	1	0
Oconee Station	00-00-03	TRUE	110	0	110	0
Pattern Range	00-00-16	TRUE	0	1	1	0
Pendergrass Station	00-00-17	TRUE	71	0	71	0
Peter Guthrie	00-01-32	TRUE	2	0	2	0
Prologis Park I-85	48-04-07	TRUE	0	15	15	0
River Mist Plantation (phase1)	00-01-00	TRUE	334	0	334	0
Seasons at Pendergrass	00-00-19	TRUE	421	0	421	0
Takeuchi Building	00-00-20	TRUE	0	1.25	1	0
The Shops at Bridgewalk	40-03-07	TRUE	0	15.18	15	0
Traditions Walk	12-04-06	TRUE	0	9.31	9	0
Turn Around House	00-00-23	TRUE	0	1	1	0
Valentine Spec 120-1	00-00-24	TRUE	0	1.75	2	0
Valentine Spec 120-2	15-06-06	TRUE	0	2.08	2	0
Valentine Spec 120-3	58-09-07	TRUE	0	3.5	4	0
Valentines Park Distribution Center	00-01-23	TRUE	0	5	5	0
Walnut Fork Distribution Center	00-00-25	TRUE	0	4.25	4	0
West Jackson Crossing	28-10-06	TRUE	0	21.17	21	0

**Total ERU's**            **5,480**  
**GPD per ERU**            **300**  
**Total GPD Committed**  
**Flow**                        **1,644,121**

Donated Capacity Sub-Total		
ERU's	Gal per ERU	GPD
924	300	277,200

Unpaid Taps Sub-Total		
486	300	145800

With there being no further business to discuss, the meeting was adjourned at 9:00 p.m.

Karen Johnson  
Board Secretary