

**Jackson County Water and Sewerage Authority**  
**Meeting Minutes**  
**July 14, 2016**

Chairman Ehrhardt called the July 14, 2016 Jackson County Water and Sewerage Authority Board Meeting to order at 6:00 p.m.

Members present included Chairman Dave Ehrhardt, Vice Chairman Dylan Wilbanks, Board Member Ronnie Norris and Board Member Jim Smith.

Also present: Attorney Paul Smart, Manager Eric Klerk, Authority Engineer Joey Leslie, Finance Director Judy Smith, CIO/GIS Analyst Mike Johnson, Water/Wastewater Manager Mark Dudziak and Board Secretary Karen Johnson. Visitors included Main Street Newspapers, Mr. Delaperriere, A.B. Real Estate Partners and Mr. Chris Patton, Surveyor.

Chairman Ehrhardt introduced new board member Jim Smith.

### **Approval of Minutes**

Member Norris made a motion to approve the June 9, 2016 Board Meeting minutes.

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

Finance Director Smith reviewed the financials.

### **New Business**

#### *Election of Vice Chairman*

Chairman Ehrhardt stated the position of Vice Chairman is open due to Shade Storey completing his term of service.

Attorney Smart cited the JCWSA by-laws stating a nomination(s) is in order to fill the position of Vice Chairman.

Chairman Ehrhardt nominated Dylan Wilbanks for the Vice Chairman position. There were no other nominations.

Chairman Ehrhardt made a motion to approve the nomination of Dylan Wilbanks for the Vice Chairman position.

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

*On-Demand Electrical Engineering: Atlanta Consulting Engineers for the MOWWTP, Highway 60 P.S., Apple Valley P.S. and Galilee P.S. Generator*

Manager Klerk explained board policy allows him the discretion when needed to hire an on-demand engineer from a pre-approved list and informing the Board of what he is doing. He stated JCWSA has executed an agreement with Atlanta Consulting, an electrical engineering firm, for four different projects.

Project #1 - add a variable speed drive pump to pump the treated water (effluent) at the MOWWTP back to the sludge press. This will allow us to use our own water and stop us from purchasing water from the City of Jefferson (some bills were as high as \$12,000.)

Project #2 – Galilee pump Station. Manager Klerk said “if that station goes down during high usage we are in trouble”. He stated we need a generator with automated switchgear to instantly recover from lost power for as little down time as possible for the pumps.

Project #3 – The pumps at the Highway 60 pump station are two different sizes; three smaller jockey pumps and three larger pumps for the demand created by the large user, Braselton. He said this causes operational issues and huge power bills. Manager Klerk stated staff would like to convert two of the largest of three pumps to VFD. This will save on power and make operations easier.

Project #4 - Apple Valley Pump Station. Manager Klerk stated during periods of high demand this station feeds the Dry Pond tank. This pump station works well but we have had problems intermittently that when the pumps kick on, they sometimes pull so much water we have an issue maintaining proper water pressure to some of our customers to the east of Apple Valley Road. Manager Klerk said staff would like to replace two of the three pumps with VFD’s at the station.

Manager Klerk stated the total fee for the on-demand engineering is \$23,260. \$16,060 of that will be in the 2016 budget. The remaining amount, the construction administration, would be in 2017.

*Effluent Re-Use Project at the MOWWTP*

Manager Klerk stated we are purchasing a lot of potable water from the City of Jefferson, then dumping this water back into our plant. Engineer Leslie said staff proposes a new small pump station to feed the screw press with recycled effluent. He stated the pumps have been purchased for the project in order to expedite the project. Engineer Leslie recommended proceeding with the project using a budget of \$100,000 with the pumps and panel at \$30,680.

Vice Chairman Wilbanks made a motion to authorize the purchase of the pumps and panel for \$30,680 for the effluent re-use project at the MOWWTP.

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

### *Execution of the Nicholson Water Sales Agreement*

Manager Klerk stated the City of Nicholson executed the water sales agreement at \$2.30 per 1000 gallons up to 2.5 million gallons per month and \$1.90 per 1000 gallons for purchases over 2.5 million per month.

Vice Chairman Wilbanks made a motion to authorize JCWSA to execute the Nicholson Water Sales Agreement.

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

### *Highway 124/332 Commercial Project Preliminary Application*

Manager Klerk stated per our Standards and Specifications, the Authority has received a preliminary application for a proposed project at Highway 124 and 332. He said per our Standards and Specifications, due to the size of the project, we have to bring this before the Board.

Engineer Leslie introduced Mr. Patton (land surveyor) and Mr. Delaperriere, (developer). He stated A & B Real Estate Partners submitted an application to develop multiple properties on the northwest corner of Highway 124 and Highway 332 for a commercial subdivision. Engineer Leslie explained how the application process works. He said staff has reviewed the application and everything is in order.

Manager Klerk stated his recommendation is to approve the preliminary application.

Vice Chairman Wilbanks made a motion to approve authorizing the preliminary application from A. B. Real Estate Partners for the Highway 124/332 Commercial Subdivision.

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

### *Architect's Agreement for JCWSA Building Remodel*

Manager Klerk explained we have been looking at expanding the Authority building for years. He stated we are growing and need more offices and a larger conference room. Manager Klerk stated staff felt it was best to hire a professional architect to make best use of our space. He stated we have met with Hill, Foley, Rossi and Associates. He said the architect will prepare plans and specifications. Manager Klerk said this expansion would be in the 2017 capital budget.

Chairman Ehrhardt asked if the architect would be evaluating the existing building for upgrades. Engineer Leslie said the heating and cooling system has been included and the drainage issues have already been corrected. Manager Klerk said the plumbing has been upgraded as well. He stated the architect's base design fee is \$25,100 for the approximately 1400 square foot expansion. He stated the recommended project budget is not to exceed \$27,000.

Engineer Leslie stated the cost should be approximately \$80-\$100 a square foot.

Vice Chairman Wilbanks made a motion to accept the proposal from Hill, Foley, Rossi and Associates for the Authority building expansion.

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

### *Employee Recognition*

Chairman Ehrhardt presented ten year service awards to Judy Smith and Mike Johnson.

### *Aerator for the MOWWTP*

Manager Klerk stated there is a need for the fifth aerator at the wastewater plant. He said this is the exact same aerator as the other four we have now. Manager Klerk stated the purchase price including complete set up, is not to exceed \$45,000.

Chairman Ehrhardt asked if this will help us when we go to expand capacity.

Water/Wastewater Manager Dudziak said the only thing we might have to do is upgrade the motor.

Member Norris made a motion to approve the purchase of the aerator in the amount not to exceed \$45,000.

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

## **Executive Session**

Vice Chairman Wilbanks made a motion to go into Executive Session at 7:38 p.m.

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

Vice Chairman Wilbanks made a motion to come out of Executive Session at 8:03 p.m.

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

No action was taken.

## **Manager's Report**

- The Authority met with the SPLOST oversight committee. The committee approved the Swann Road project.
- Manager Klerk addressed the Jackson County Fire Association to address fire hydrant maintenance.

With there being no further business to discuss, the meeting was adjourned at 8:10 p.m.

Karen Johnson,  
Board Secretary