

**Jackson County Water and Sewerage Authority**  
**Meeting Minutes**  
**August 13, 2020**

Chairman Wilbanks called the August 13, 2020 Jackson County Water and Sewerage Authority Board Meeting to order at 6:00 p.m.

Members present include: Chairman Dylan Wilbanks, Vice Chairman Chris Nichols, Board Member Don Clerici and Board Member Wade Johnson.

Also present: Attorney Paul Smart and Authority Staff: Eric Klerk, Karen Johnson, Judy Smith, Joey Leslie, Mark Dudziak, Harold Garrison, Ronna Berrong, Hope Weeks, Miles Glenn, Nathan Hester, and Amy Bales.

Visitors: Senator Frank Ginn representing Madison County IDA.

### **Approval of Minutes**

Vice Chairman Nichols made a motion to approve the July 9, 2020 Board Meeting Minutes.

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

### **Financials**

Finance Director Smith presented financials and operating reports.

Chairman Wilbanks presented staff member Amy Bales with a ten-year service award.

### **Old Business**

#### *Madison County Wholesale Water Agreement*

Manager Klerk stated this agreement follows our format for other municipal water agreements except the agreement is for ten years instead of three and the rate is \$2.35 per 1,000 gallons.

Manager Klerk said #4 on page three states JCWSA shall provide and maintain a water meter at one connection point to the MCIDA's system. He stated the probable cost to provide the inter connection is \$191,494. Manager Klerk said it would take three to four years to recoup our costs. He said this would improve water quality in the system.

Manager Klerk said if we sell outside of member counties, we will have to offer the Upper Oconee Basin Water Authority member counties treated water at that same rate. He pointed out our charter says we can serve anyone in the state.

AM/Engineer Leslie said their need for water is to serve the power plant and if that need goes away, our obligation will go away.

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Manager Klerk stated staff feels this a good deal for the Authority.

Vice Chairman Nichols made a motion approve the Madison County Wholesale Water Agreement and authorize the Authority Manager to execute the contract.

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

### ***Highway 124 Tower***

Not ready to present to the Board. Will probably present at the September meeting.

## **New Business**

### ***Lift Stations Standards and Specifications Revisions***

Manager Klerk stated revisions to the JCWSA Standards and Specifications, addressing lift stations, were approved by the board at the April 2020 board meeting. Since that time, there has been some confusion regarding the revisions, and landowners/developers have been caught in the middle.

Manager Klerk stated if a preliminary water and or wastewater application has not been submitted to JCWSA, that person, owner, developer, company, etc., is not in our que (not recognized, no placeholding).

AM/Engineer Leslie explained the revisions addressing 3.4.1. They are as follows:

Added:

- A. *EXCEPTION: The provisions of Section 3.4.1(A) shall not apply to those parcel numbers specifically listed and depicted on Appendix E, Excepted Lift Station Policy Parcels (the "Excepted Parcels"). The Excepted Parcels are parcels rezoned R2, R3, MFR, and PUD as of April 12, 2020, in anticipation of the availability of wastewater lift stations. Where the Excepted Parcels cannot be served by gravity into the existing Authority system, the Authority may approve the construction of a wastewater lift station.*

Added Section D to clarify.

*D. Authority will allow privately owned pump station under the following conditions:*

- a. *The private lift station serves a single property and will only be used for non-industrial wastewater. The property authorized by the Authority to be served by the private lift station cannot be subdivided beyond that shown on the plat approved by the Authority for the private lift station. The Authority will require a note stating the restriction on further subdivision be placed on the approved plat of survey.*
- b. *The private lift station will have a single owner who maintains responsibility for the private lift station.*

c. Gravity sewer is extended to the parcel served by the private lift station, including a discharge manhole on that parcel, connected to Authority's gravity sewer system. Such extension (to include any associated manholes) shall be the responsibility of the property owner and shall be done at the expense of the property owner.

d. The property owner maintains responsibility to operate and maintain all private lift stations and force mains without any expense or liability to Authority. Responsibility for operation and maintenance shall apply to any successors or assigns of said property and may not be separated from the ownership of the property.

e. Private lift stations shall not discharge hauled septage, grease, oil, or grit into Authority's system and must maintain proper protections such as sand/grease traps where necessary.

Member Clerici asked why these zoning classes were picked. Am/Engineer Leslie said these are the ones that require sewer. He also said he didn't think any of the R1's were caught in the middle but would look into it.

Manager Klerk said there are nineteen people that fall into that category. He said if we include R1, it could add another eight lift stations which defeats the purpose of the policy and we had to draw the line somewhere. Manager Klerk said the preliminary approval process is not new, it has been in our Standards and Specifications for twenty years and the County does not have anything outlined in their UDC. He pointed out all developers have an opportunity to go before the Board and ask for a variance.

Member Johnson made a motion to approve the lift station amendments as written and presented in the Board packet.

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

### ***Bear Creek Dam Water Line***

Manager Klerk said we have a need for independence from Barrow County. He said there is a section of our water system below Bear Creek where there are several subdivisions that we purchase wholesale water from Barrow County to serve those subdivisions. Manager Klerk said we would like to get away from that and have control of the water system.

Manager Klerk said staff has spoken with Safe Dams because we are going to try and run a line across the dam. He said this is the most direct route to connect the lines. He said we would like to hire a firm that is on the Safe Dams list of certified engineers. Manager Klerk said there is a proposal from Freese and Nichols that is a not to exceed agreement.

Manager Klerk stated the proposal is as follows:

8-inch water main is needed to connect a portion of the JCWSA system currently served by Barrow County to the rest of the JCWSA system. The new water main will generally run along Savage Road from the existing Bear Creek Water Treatment Facility located at the north end of the Bear Creek Reservoir Spillway southwest approximately 2,800 linear feet to connect with the existing JCWSA system on the south side of the spillway.

With this connection, JCWSA expects to alleviate low pressures on the south side of the spillway and improve reliability of water service to the area.

Manager Klerk said Upper Oconee Basin Water Authority will have to sponsor this project.

Member Clerici made a motion to approve the Freese and Nichols proposal for the Bear Creek Dam Water Line not to exceed \$102,098.00.

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

### ***Selection of On-Demand Engineers***

Manager Klerk said every three years we send out an RFP for On-Demand Engineers.

AM/Engineer Leslie said a request for statement of Qualifications was advertised at our office, website, the Jackson Herald, LinkedIn and the GLGA website. He said twenty consulting engineering firms responded with qualifications. AM/Engineer Leslie said all firms were highly qualified professionals and the final selection was difficult.

### **Final Selections Recommended by Staff:**

Atlanta Consulting Engineers, Inc.  
Brevity Engineering, LLC  
Carter & Sloope  
Constantine Engineering  
ECS Southeast, LLP  
EMI  
Freese and Nichhols  
French & Associates  
Gaskins  
Geo Hydro Engineers  
Keck & Wood  
Precision Planing, Inc.  
Thomas & Hutton  
Turnipseed Engineers  
Wood and JAT Consulting

Vice Chairman Nichols made a motion to approve the On-Demand Engineering list as presented.

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

## **Executive Session**

Vice Chairman Nichols made a motion to go into Executive Session at 7:05 pm.

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

Vice Chairman Nichols made a motion to come out of Executive Session at 7:56 pm.

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

## **Managers' Report**

### Wastewater

The Authority has received and approved, along with the Project Engineer, the Certificate of Substantial Completion from Allsouth Constructors for the MOWWTP. The only item that remains is paving

Doster Creek Pump Station: We've received three options from EMI on tackling this lift station: 1) removing lift station while maintaining gravity sewer alignment with slight changes est. at \$2.54 mil 2) gravity sewer with a 1000 ft. bore/tunnel estimated at \$4.51 mil 3) replace the existing lift station and installing one downstream with a shorter forcemain est. at \$1.77 mil.

We are pursuing Option 1.

### Water

SPLOST, Pleasant Acres: At this point, about 32% of the total pipe of the project has been installed. West Jackson projects under design: See maps

Water Resources Study: The 2020 Capital Budget had \$200,000 appropriated to explore all potential groundwater options in Jackson and adjoining counties. The Scope of Work allows for the drilling of test wells in promising locations. RFQ's had been released on July 24th and are due back on August 28<sup>th</sup>. Staff hopes to have a recommendation regarding selection at the September Board meeting.

Water Model/Master Plan: The Board had approved in the 2019 Capital Budget an amount of \$200,000 and executed an Agreement with Freese and Nichols for modeling our water system. The model is near complete and I have executed an Amendment to that Agreement to piggyback on the model for developing a Water Master Plan.

## Finance

The Authority has resumed water cut-offs after the initial 4-months of Covid. The number of customers staff is working with has been manageable due to notification through our IVR (call out) system. We have been offering grace periods and extended payment plans.

Staff expects our water and sewer rate analysis to be ready for presentation at the September Board meeting. We have also begun the 2021 budget process.

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

Karen Johnson,  
Board Secretary