

Jackson County Water and Sewerage Authority
Meeting Minutes
October 8, 2020

Chairman Wilbanks called the October 8, 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, 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, Jordan Waters and Austin Marable.

Visitors: Dave Ehrhardt and Jim Southard, Traditions, Kevin Daniels, Providence Arbor Estates, Bill Hightower, Sloan Laughman and Gabriel Cunningham, BM&K.

Approval of Minutes

Vice Chairman Nichols made a motion to approve the September 10, 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.

Old Business

Water Tower Logo Policy

Manager Klerk said at the last meeting, the Board requested that staff come up with a policy that would address water tower logo requests. Manager Klerk worked with Attorney Smart to draft a policy. He said this policy is very restrictive and it probably would be rarely used. Manager Klerk reviewed the proposed policy with the Board. He said if the Board decides to adopt the policy, we would still have to "hammer out" a lease agreement/contract.

Vice Chairman Nichols asked what would happen if the entity went bankrupt and no longer existed. Attorney Smart said that is always a risk but the recourse in that situation would be to remove that logo and do what we wanted with the tank.

Vice Chairman Nichols asked when the logo would go on the tank. Manager Klerk said that could be incorporated into the contract but in this case, the tower is ready so it would be able to go on immediately

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Vice Chairman Nichols made a motion to approve the Water Tank Alternative Logo Policy and Regulations.

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

New Business

Providence Arbor Estates Water/Wastewater Preliminary Application

Manager Klerk said a water/wastewater preliminary application for a project in Pendergrass has been submitted. He said this is a straightforward application connecting to gravity sewer. Manager Klerk said it just passed the threshold of staff being able to approve internally.

Manager Klerk said staff recommends approval of the application.

Vice Chairman Nichols made a motion to approve the Providence Arbor Estates Water/Wastewater Preliminary Application subject to the Terms and Conditions of Approval.

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

Lake Preserve at Jackson Trail Water/Wastewater Preliminary Application

Manager Klerk said this project is a little larger and has two phases. He said the project has a lift station and at phase two, staff is recommending prepayment of sewer taps. Manager Klerk said there is an associated wastewater contract that goes along with this as well. Manager Klerk and Assistant Manager/Engineer Leslie discussed items K (75% occupancy) and J (five-year completion and prepayment) in the Terms and Conditions section.

Manager Klerk said staff recommends approval of this project.

BMK was present to answer any questions and briefly spoke about the project.

Member Johnson made a motion to approve the Lake Preserve at Jackson Trail Water/Wastewater Preliminary Application subject to the Terms and Conditions of Approval.

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

Presentation of 2021 JCWSA Budget

Manager Klerk said the 2021 budget has grown by 4.47%. He pointed out the Authority is paying 100% of the Bear Creek debt and as always, 100% of the maintenance and operating costs. He also pointed out our salaries and benefits portion of the budget is 26.11% compared to the national average of 47-50%, and Jackson County is at 43%.

Manager Klerk discussed the five-year capital improvement plan and the 2021 proposed Capital Budget projects.

Finance Director Smith explained our website has a transparency portal that is available to the public. She discussed and compared the 2021 budget to previous budgets. Finance Director Smith concluded with the reconciliation of the capital outlay and funding sources.

Vice Chairman Nichols made a motion to approve 2021 JCWSA Budget.

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

Ratification of the Third Amendment to Intergovernmental Contract on North Oconee River and Parks Creek Reservoir Addendum

Manager Klerk explained that Attorney Smart sent a demand letter to the City of Jefferson, to get their attention regarding the Parks Creek Reservoir project. He said we have invested 1.6 million dollars since 2016 and have seen zero progress.

Manager Klerk said we met with the City of Jefferson and they suggested an intergovernmental agreement for the Authority to take over the land acquisition portion of the project.

Attorney Smart explained we already have a Parks Creek Reservoir Agreement and we just treated this as an amendment to the existing agreement. He said Jefferson is authorizing the Authority to take the lead in the acquisition process. Attorney Smart said Jefferson still has to be a part of it by Georgia statute and can't completely give away that right.

Attorney Smart said the Authority is asking the Board to approve the amendment.

Vice Chairman Nichols made a motion to ratify the Third Amendment to Intergovernmental Contract on the North Oconee River and Parks Creek Reservoir Addendum and to authorize the Board Chairman and Board Secretary to execute the document.

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

Managers' Report

SPLOST PROJECTS:

Pleasant Acres currently under construction has 55% of the pipeline work installed.

West Jackson (2 components) – Lewis Roberts Road area and Elias Hayes area are under design; design is about 90% complete. We're looking to go out for bids in early January.

Wastewater Plant:

August 26th GA EPD performed a compliance inspection of the newly completed plant. All permit requirements were met, no deficiencies found.

Only 2 items are remaining on the punch list before the project is closed out. The average daily flow is at 0.521 MGD with an average peak of 0.670 MGD during a 5-inch rain event.

Water Supply:

Well Exploration and well development is in the capital budget for 2021; however, recall we sent out an RFQ for this and have chosen a firm. Staff is in the process of reviewing their scope-of-work and proposal.

The UOBWA has agreed to sponsor our water main project for Georgia Safe Dams across the reservoir dam to service the several subdivisions on the far side of Bear Creek.

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

Karen Johnson,
Board Secretary