

**Jackson County Water and Sewerage Authority
Board Meeting Minutes
February 10, 2022**

Scan Date: 3/16/2022
Scan By: DA

Chairman Wilbanks called the January 13, 2022, Jackson County Water and Sewerage Authority Board Meeting to order at 6:00 p.m.

Members present include: Chairman Dylan Wilbanks, Board Member Don Clerici, Board Member Wade Johnson, and Board Member Kevin Poe.

Also present: Attorney Paul Smart and Authority Staff: Joey Leslie, Judy Smith, Mark Dudziak, Harold Garrison, Nathan Hester, Karen Johnson, Hope Weeks, Miles Glenn, Ronna Berrong, Austin Marable, Ben Massey.

Visitors: Fred Jackson, Bill Veringa, Dustin Baker, Mark Rudolf and Blake Noll.

Approval of Minutes

Member Poe made a motion to approve January 13, 2022 Board Meeting Minutes.

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

Employee Recognition

Josh Scarborough received Water Treatment Class 2
Parker Craven received Wastewater Treatment Class 3

Visitor:

Mr. Fred Jackson addressed the Board regarding his concern with the lack of water availability in his area, John Collier Road and Highway 129. He said years ago he approached the county about getting water in this area. He expressed his frustration stating that with the population and growth in that area, there is no water availability.

Chairman Wilbanks said there is a process to approach the Board and petition for a waterline extension. He said signing the petition will show the Authority how much interest there is in the project. He encouraged Mr. Jackson to start with the petition process.

Manager Leslie also explained we have a standard petition process. He said we could even send out letters to the residents of that area. He said getting the signatures is the first step. Manager Leslie explained the Waterline Extension Policy and told Mr. Jackson we would be happy to help him with the process. Mr. Jackson was under the impression that the Jackson County Commissioners told us what to spend our money on. Manager Leslie explained we are an independent Authority and separate from the County. He said we have a state charter that created us and the only affiliation with the County is they appoint our board members.

Finance Director Smith explained the cost of a traditional water connection and why it is typically different from a SPLOST funded water connection.

Chairman Wilbanks encourage Mr. Jackson to work with the Authority staff.

Old Business

Hampton Ridge S/D Water and Sewer Preliminary Application

Manager Leslie said this application is for a 161-lot subdivision off of PJ Roberts Road. He said this will be served by gravity sewer. Manager Leslie said with the application, we have two on the agenda. He said both are proposing the same off-site plan and have indicated who is building what. Staff is fine with this looping arrangement and no provisions on who builds what. He said if we approve these subdivisions, we must have the whole loop in place with both projects. Phase 1 is limited to 120 lots and anything over that will be pre-paid sewer taps. He said dual feeds must serve these developments.

Member Poe pointed out we would be getting a mile of 12" line added to our infrastructure. Manager Leslie said the part we are asking to be 12", is down Old Pendergrass Road and could be split between the two developers. Engineer Hester explained 8" is the smallest line size.

Member Poe questioned the timing of the other project, and having the developments in two different stages, stating Oconee Walk have not submitted plans for review to the County and how could that effect Hampton Ridge. He questioned if Hampton Ridge would have to wait on Oconee Walk to get through plan review before they could start their project.

Manager Leslie said we always require duals feeds to any new development regardless of who comes first or partnerships. He said we would require this to be fed by two feeds and they have accomplished that with this loop.

Member Clerici said there is only a single feed through public rights-of-way so Piedmont had to acquire a private easement from that property owner.

Bill Veringa stated they have hired an engineer to study this and he will come back with a recommendation to make sure there is proper flow on that cross-country portion of the line. He confirmed they will bring the line down old Pendergrass and the cross-country portion and Koulter has agreed to pick it up from where Piedmont stops at their property line.

Manager Leslie said staff wants to know what will happen if either one of the developments do not happen. Bill Veringa said we are connecting into a dead-end line so if Piedmont goes forward but Koulter does not, at least the dead end has 160 houses that are using water. Dustin Baker said they would be more than willing to grab the line at Old Pendergrass and bring it all the way to their project. Manager Leslie said that does answer his question and we just have to decide if the Board is comfortable with a single feed and is it worth the risk to the Authority.

Chairman Wilbanks asked is a motion can be made as presented, is it sufficient or does it need an amendment. Manager Leslie said it would need an amendment.

Manager Leslie said the amendment would need to be changed under “W” of Terms and Conditions. He said the language can be written such as we keep the entire “W” and add a comma instead of a period at the end of “W” and add “upon final plat approval of Oconee Walk Subdivision”. Attorney Smart suggested putting it at the beginning of “W”.

Member Poe made a motion to approve the Hampton Ridge S/D Water and Sewer Preliminary Application based on the Terms of Approval and Conditions with the following exceptions: additional verbiage of “upon final plat approval of Oconee Walk Subdivision” added to the beginning of Item “W”.

Member Johnson seconded the motion. The motion carried with no objection and all board members present voting except Member Clerici. Member Clerici did not vote.

New Business

Oconee Walk Water and Sewer Preliminary Application

Chairman Wilbanks said in looking at this application, Item “P” is where the change will need to be made. Manager Leslie said yes. Attorney Smart suggested the verbiage read “contingent on the prior approval of Hampton Ridge Subdivision final plat” could be added to the beginning of Item “P”.

Dustin Baker asked about the 75% completion in Item “S”. Manager Leslie said our policy in general doesn’t dictate when you can start building so he suggested waiting until 50% so we don’t end up inspecting a bunch of infrastructure not being used.

Member Poe made a motion to approve the Oconee Walk Water and Sewer Preliminary Application based on the Terms of Approval and Conditions with the following exception: additional verbiage of “contingent on the prior approval of Hampton Ridge Subdivision final plat” added to the beginning of Item “P”.

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

Wayne Poultry Industrial Water and Sewer Preliminary Application

Manager Leslie said this project is two warehouses on Wayne Poultry Road. He said Reliant is the company proposing this project. He said there is water on Wayne Poultry that will serve both parcels, with a new water vault. Manager Leslie said they are proposing a public lift station and it meets our regional pump station policy. Manager Leslie said we have asked them to locate the pump station in the best location to serve the basin, placed in a lower elevation. Staff recommends approval of terms conditions as presented. Manager Leslie said there are two separate applications to be approved.

Member Johnson made a motion to approve the Wayne Poultry Industrial Building 100 Water and Sewer Preliminary Application based on the Terms of Approval and Conditions as presented.

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

Member Johnson made a motion to approve the Wayne Poultry Industrial Building 200 Water and Sewer Preliminary Application based on the Terms of Approval and Conditions as presented.

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

Highway 124 Water Tank Logo Agreement JCSS

Manager Leslie said we have a water tank alternative logo policy we adopted in October of 2020. He said we have received a proposal for an alternative logo. Manager Leslie said Attorney Smart helped him draft an agreement to put the Panther Paw on the water tower at Traditions off of Highway 124. Manager Leslie said the Jackson County school system will carry \$3,000,000 in liability insurance. He said staff added painting requirements into the agreement.

Manager Leslie said staff recommends approval of agreement as presented. Chairman Wilbanks said he and Attorney Smart have been through the contract.

Member Poe made a motion to approve the Highway 124 Water Tank Logo Agreement with Jackson County School System.

Member Johnson seconded the motion. The motion carried with no objection and all board members present voting except Member Clerici. Member Clerici did not vote.

Executive Session

Member Poe made a motion to go into Executive Session at 7:10 pm.

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

Member Poe made a motion to come out of Executive Session at 7:35 pm.

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

Department Reports

Finance

Finance Director Smith presented the monthly operating reports and fourth quarter financial reports. (Included in packet).

Wastewater – Mark Dudziak

Average daily flow .573 MGD

Average Peak .645 MGD *heavy rain day
Effluent BOD 0 mg/l 100 % Removal
Effluent TSS 0 mg/l 100% Removal
Effluent NH3N 0 mg/l 100 % Removal
Effluent Fecal BRL 100% removal
Effluent Total Phosphorous .25 mg/l 98% Removal

Dewatering totals: 65.8 dry tons sent to the landfill.

Wastewater Work order tasks completed.

Total tasks completed: 328, Broken down by category as follows:

CMOM manhole inspections: 125

Lift station inspections: 87

Sewer connection inspections: 51

Wastewater treatment plant tasks: 62 includes daily plant process control.

3 work orders for collection system repairs.

Collection system summary:

The Collection team continues to deal weekly with clogged pumps from wipes, this is 3 times a week task at Middle Oconee now. A major issue with the Dry Pond lift station was found, a future shut down and repair with Oliver electric will take place after the correct parts are obtained.

The CMOM inspection process is underway again with cross country lines the primary focus before late spring. The staff has been able to correct a few blockages before they started through this process in the last month.

Wastewater treatment plant:

Staff is working on preparing for an EPD inspection and reorganizing our storage building and press building to be neater and more user-friendly. First quarter plant pump maintenance was completed by TEMSCO. Plant and collections staff worked together to fix a water leak on 1/31/22, great teamwork was involved. One of the wastewater operators has been helping with lift station pump pulls so we always have 3 people doing this.

Operations Manager:

I started the NPDES permit renewal process concurrent to the permit upgrade to 1.25MGD in the Georgia EPD GEOS system, that application is 75% complete. I intend to have that done and submitted to EPD in February for peer review.

I continue to work with the Georgia EPD Industrial unit on the relinquishment of our pre-treatment program. The initial public notice for the TICA permit will be February 15th through March 15th after which that permit will be issued.

I expect at this time to get our notice by the end of March or early April. Board action will be needed in the April or May meeting to rescind the program after that point.

Water– Harold Garrison

Total # of locates processed 1500
Marked 496 water tickets
Marked 373 sewer tickets
265 total work orders
11 service line installs
1 main line leak
9 service line leaks

IT – Miles Glenn

Preliminary phase 2 deployment of Cartegraph/UMS migration.
Security improvements for remote access of SCADA.
Suspicious email mitigation training.

Engineering – Nathan Hester

Receiving a lot of plans
Inspections
Surveying as we get as-built drawings
In house projects going well
Easement acquisition

Manager Report

Bear Creek Water Treatment Plant:

Upper Oconee has agreed to a project to double the capacity of the treatment facility. Based on our projections and what the reservoir will yield, we should be good to about 2047 with water supply. The Upper Oconee Basin Water Authority Engineering Committee is putting a request for proposal for qualifications together. The estimated project cost is \$50.3 million total. Our portion will be approximately \$26 million. Our old bond will fall off about that time and we can roll in a new bond. The project should be complete around 2026.

With there being no further business to discuss, the meeting was adjourned at 8:05 pm.

Karen Johnson,
Board Secretary