

**Jackson County Water and Sewerage Authority**  
**Board Meeting Minutes**  
**April 14, 2022**

Vice Chairman Nichols called the April 14, 2022, Jackson County Water and Sewerage Authority Board Meeting to order at 6:03 p.m.

Members present include: Vice Chairman Nichols, Board Member Don Clerici and Board Member Kevin Poe.

Also present: Attorney Paul Smart and Authority Staff: Joey Leslie, Judy Smith, Mark Dudziak, Harold Garrison, Karen Johnson, Hope Weeks, Miles Glenn, Austin Marable, Ronna Berrong, Amy Bales and Lisa Grainger. Hannah Barron, Mainstreet News.

### **Approval of Minutes**

Member Poe made a motion to approve March 10, 2022 Board Meeting Minutes.

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

### **Finance**

Finance Director Smith presented the monthly operating reports (attached), for February 2022. She highlighted we gained 103 new water connections and 79 new sewer connections. We purchased 79.8 million gallons and sold 69.9 million gallons.

Finance Director Smith said Customer Service has launched a survey of other public utilities to look for ways to streamline our sign-up process. Procurement is focusing on supply chain issues and reorganization of inventory for most efficient processing. Accounts Payable is streamlining the approved vendor process. Meter Maintenance is focusing on supply chain issues, the aging meter program and maintenance for optimum readings and revenue capture.

### **New Business**

#### *Changes to JCWSA Specifications*

Engineer Hester said there are three details for changes to our specifications. He said currently, in residential subdivisions, our meters are just off the right-of-way onto private property. He said there is a conflict when power comes to install the power line. Engineer Hester said we propose to place the water meter four feet to the inside of the of the right-of-way. He said the revised details only apply to subdivision and will not apply to highways or rural installations.

Member Poe made a motion to approve the proposed meter location changes to the JCWSA Standards and Specifications

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

*Ashton Ridge Water and Sewer Preliminary Application*

Manager Leslie said this is a 58-unit residential development. He said the project has existing water along Highway 124. Manager Leslie said the development will be served by gravity sewer which is nearby and accessible.

Manager Leslie suggested to the Board, going forward, they authorize him to sign the Terms and Approval of Conditions.

Member Poe asked if we are requesting or requiring them to do gravity sewer. Manager Leslie said we are requiring them.

Manager Leslie said the application has a pump station, and the project falls under our old lift station policies.

Member Poe made a motion to approve Ashton Ridge Water and Sewer Application based on the Terms of Approval and Conditions as presented and authorize the Authority Manager to execute the documents.

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

*Allen Creek Spec Building Water and Sewer Preliminary Application*

Manager Leslie said this industrial warehouse is located on Highway 129 in Talmo. He said this project has an existing private pump station and force main that is serving the existing warehouse. Manager Leslie said this area is growing and we are asking the applicant to bring the pump station up to JCWSA standards. He said the pump station will be converted to public use and be dedicated to JCWSA. Manager Leslie said there are several other warehouses being proposed. He said staff will speak with Wayne Poultry again about the easement to get a gravity line, and possibly eventually do away with the pump station.

Member Poe made a motion to approve Allen Creek Spec Building Water and Sewer Application based on the Terms of Approval and Conditions as presented and authorize the Authority Manager to execute the documents.

Member Clerici 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 in February, the Board approved Buildings 100 and 200 with two separate vaults. He said the applicant now wishes to serve both buildings with one vault and have both buildings remain on one parcel and will always be served by one connection.

Manager Leslie said staff does not have an issue with it but wanted to make the board aware that the connection fees will be half.

Member Clerici said the zoning was turned down.

Member Poe made a motion to approve Wayne Poultry Industrial Water and Sewer Application based on the Terms of Approval and Conditions as presented and authorize the Authority Manager to execute the documents.

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

## **Department Reports**

### **Wastewater – Mark Dudziak**

Average daily flow .610 MGD  
Average Peak .705 MGD \*heavy rain day  
Effluent BOD 0 mg/l 100 % Removal  
Effluent TSS 1 mg/l 99.3% Removal  
Effluent NH3N .243 mg/l 99.5 % Removal  
Effluent Fecal Below readable limits  
Effluent Total Phosphorous .37 mg/l 93% Removal

Dewatering totals: 69.87 dry tons sent to the landfill.

Wastewater Work order tasks completed:

Total tasks completed: 429, Broken down by category as follows:

CMOM manhole inspections: 259  
Lift station inspections: 107  
Sewer connection inspections: 28  
Wastewater treatment plant tasks: 35 includes daily plant process control.

Collection system summary:

The Collection system team had several after-hours issues dealing with clogged inverts and pulling clogged pumps, we did on several different occasions use our own jet trailer and equipment to clear lines. This group lost 2 whole weekends dealing with issues and did an outstanding job.

A quote is pending to clean out the wet well at the Middle Oconee lift station from All South environmental, this would greatly reduce some of the overtime callouts we have been doing for pump pull-outs.

Grease trap inspections for the first quarter have been completed with all businesses in compliance.

Wastewater treatment plant:

Plant operators spent March preparing for the switch to 1.25 MGD operations.

S & N airflow should be providing a quote soon for spring maintenance and repairs on our aerators. An extra set of arms will be needed for aerator #4.

Sludge Press #2 VFD failed and we are awaiting replacement parts, operators are working OT dealing with solids handling issues to compensate for only having 1 press.

Wastewater manager:

I am continuing to work with Georgia EPD on shifting the IPP to the state, some technical difficulties have slowed down this switch to a halt. We are hoping to resolve this in April or May.

Senior operator Adam Bruce and I are working on updating our plant SOP to include the new equipment and O &M along with updated procedures for 1.25 mgd.

MOWWTP will be hosting the Jefferson HS science classes in April for tours and discussions on wastewater treatment.

### **Water– Harold Garrison**

Processed 1875 locates

Marked roughly 800 locates

Eleven meter installations

Eight service line repairs

One hydrant repair

Exercised and repaired 174 valves

### **IT – Miles Glenn**

Preliminary phase 2 deployment of Cartegraph/UMS migration – In progress

Suspicious email mitigation training. – Base Line Complete. JCWSA performed 30% better than average.

### **Engineering – Nathan Hester**

Very busy with plan reviews. Ben has been brought in to assist with plan reviews and it has been working out well. Our goal is to have a three week turn around time.

### **Manager Report**

Hoschton and Nicholson Wholesale Water Agreements are due for renewal in May and Braselton's in June.

May 4<sup>th</sup> the Authority will be presenting at the Chamber breakfast.

With there being no further business to discuss, the meeting was adjourned at 6:50 pm.

Karen Johnson, Board Secretary