

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

Chairman Wilbanks called the March 10, 2022, Jackson County Water and Sewerage Authority Board Meeting to order at 6:00 p.m.

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

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

Approval of Minutes

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

Vice Chairman Nichols 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 January 2022. She highlighted we gained 26 new water connections and one new sewer connection. We purchased 101 million gallons and sold 85.7 million gallons.

Finance Director Smith said Customer Service has launched a new customer appreciation campaign. We are providing cookies and coffee in the lobby for customers. She said we have finished up a customer data cleanup project and we are launching a new email that will provide customers with important information.

Employee Recognition

Gretchen Hilderhoff, Customer Service Representative

New Business

City of Jefferson Wholesale Water Agreement

Manager Leslie said we currently have a wholesale water agreement with the City of Jefferson that expires March 25, 2022. He said he spoke with Priscilla Murphy and gave a draft copy without the rate to her. Manager Leslie and Finance Director Smith figured the rate and propose changing it from \$2.60 to \$3.25 per 1000 gallons, to cover costs of inflation and the increase cost of water. Manager Leslie said we added verbiage that the water supply may be limited at the discretion of the Authority.

Member Poe asked to what degree does the Authority Manager have discretion.

Manager Leslie said the intent is to sell and keep the amount at 1.5 million GPD, but in times of drought or a large customer comes in, we would like to have an out if needed. He said we need to protect our existing retail customers. Manager Leslie pointed out wording of the new contract that gives us flexibility. He said we want to put this in all of our renewed wholesale water contracts.

Chairman Wilbanks said this agreement is not reciprocal. Manager Leslie and Finance Director Smith confirmed that is correct.

Vice Chairman Nichols confirmed that it is our intent to have this additional verbiage in all new wholesale water agreements. Manager Leslie said that is correct.

Vice Chairman Nichols made a motion to approve the City of Jefferson Wholesale Water Agreement and authorizing the Authority Manager to execute the agreement.

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

Eagle Crest Subdivision Preliminary Water Application

Manager Leslie said this is a straightforward application with fifty lots in the subdivision near Waterworks and Hoods Mill Roads. He said this is a water only application. Manager Leslie said they will be required to loop the lines per our standards and we will work that out among staff.

Member Poe made a motion to approve the Eagle Crest Subdivision Water Application based on the Terms of Approval and Conditions as presented.

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

Thyatira Creek Subdivision Water Application

Manager Leslie said this is also a straightforward, water only application. He said this is a sixty-two-lot subdivision in the Apple Valley area. Manager Leslie said there is a perfect place for looping lines and staff will work that out.

Member Poe made a motion to approve the Thyatira Creek Subdivision Water Application based on the Terms of Approval and Conditions as presented.

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

Executive Session

Member Johnson made a motion to go into Executive Session at 6:20 pm.

Member Poe 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 6:50 pm.

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

Department Reports

Wastewater – Mark Dudziak

Average daily flow .594 MGD
Average Peak .769 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 Below readable limits
Effluent Total Phosphorous .47 mg/l 90% Removal

Dewatering totals: 81.83 dry tons sent to the landfill.

Wastewater Work order tasks completed:

Total tasks completed: 525, Broken down by category as follows:

CMOM manhole inspections:329
Lift station inspections: 93
Sewer connection inspections: 61
Wastewater treatment plant tasks: 42 includes daily plant process control.
4 work orders for collection system repairs.

Collection System Summary:

The Collection team had a busy month with wipes clogging pumps and a surge in services to builders. A preliminary start-up of Bentwater lift station was held and was not successful, a retest was scheduled for March 1st. CMOM inspections on cross-country lines are on pace and on schedule to be finished by late spring. Staff was able to seal 4 manholes with minor infiltration that were found and had been hit by bush hogs.

Repair to the dry pond lift station is pending, awaiting parts.

Wastewater Treatment Plant:

Plant operators spent the month on plant-wide housekeeping as well as fixing minor issues that occurred around the plant. Plant effluent continues to trend at near 100% removal constant. We are working on prepping to the upgraded flow of 1.25 MGD.

Wastewater Manager:

Georgia EPD as mentioned above completed their on-site inspection and verified our ability to treat 1.25 MGD. A date of April 1, 2022, for the permit upgrade was agreed. Chris Bruggee from EPD is drafting a letter of recommendation of permitting to complete the process. A formal letter confirming the same is pending.

The delegation of our IPP to the state has not been completed due to a public comment received regarding TACG, this will delay the process another 30-45 days.

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

Marked roughly 850 locates

Changed all 3 wholesale meters at Jefferson interconnects to Mach 10 meters

Changed 2 larger fire line meters

4 new taps

3 service line leaks

Repaired leaking prv at Saddle Shoals

Repaired six hydrants

Repaired 2 valves

Clean all operational water pumping stations

Demoed mobile home and garage at 266 Forest Lake Road

IT – Miles Glenn

Preliminary phase 2 deployment of Cartegraph/UMS migration.

API Connection

Remote Access SCADA

Suspicious email mitigation training.

Engineering – Nathan Hester

Plans and Projects of Note:

Villas at Mountain Creek – Almost has approved plans

Bentwater – Phase I almost at initial acceptance

Lake Preserve – Almost has approved plans

Miscellaneous Items:

The Water Audit for 2022 is complete and submitted.

Our water quality technician and the distribution system operators worked together to identify and locate a closed valve in the system.

Manager Report

Bear Creek Water Treatment Plant Update – RFP is completed, counties are working well together. Applying for funding everywhere possible. This is a \$50 million plus project.

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

Karen Johnson,
Board Secretary