

Jackson County Water and Sewerage Authority
Board Meeting Minutes
December 8, 2022

Chairman Wilbanks called the December 8, 2022, Jackson County Water and Sewerage Authority Board Meeting to order at 5:30 p.m.

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

Also Present: Attorney Paul Smart and Authority Staff: Joey Leslie, Judy Smith, Harold Garrison, Mark Dudziak, Karen Johnson, Hope Weeks, and Caleb Baughcum, Hannah Barron, Mainstreet News.

Approval of Minutes

Vice Chairman Nichols made a motion to approve the November 10, 2022, Board Meeting Minutes.

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

New Business

Windy Hill Manor Preliminary Water Application

Manager Leslie said Blackwit Partners LLC would like to develop a 134-lot subdivision located in the City of Arcade. The project is located near the intersection of Old 129 and Highway 129, and the intersection of Highway 129 and Highway 82. The average demand is estimated at 40,200 gallons per day (GPD) and JCWSA has water facilities in the area with service available.

Manager Leslie stated the following staff recommendations:

- JCWSA has an existing 6-inch line down Windy Hill Road, and an existing 12-inch line down Highway 82, both of which will connect to this development and allow for looping.
- Per JCWSA Standards Section 2.1.4, the existing 6-inch line must be upsized to 8-inch.

Vice Chairman Nichols made a motion to approve the Windy Hill Manor Water Preliminary Application based on the Terms of Approval and Conditions as presented and authorize the Authority Manager to execute the documents.

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

Reallocation of Funds for Administrative Building

Manager Leslie said the 50% design drawings were completed in November. The Architect and Construction Manager at Risk (CMAR) have been working diligently and the 100% design drawings will be completed by year-end. We intend to begin clearing the site in January 2023. As a part of the 50% complete design process the CMAR developed the project budget. Prior to developing the budget, the design team worked with JCWSA to value engineer the project and come up with a cost-effective solution.

Manager Leslie reported that the initial Budget for the project was \$8,888,647 including Bonded Funds, R&E Funds (committed), and money for project entrance negotiations. He said we are abiding by the JCWSA Debt Coverage and Financial Policy by using uncommitted R&E funds as recommended. Manager Leslie said the total all-inclusive budget for the building is proposed at \$14,763,443. He said we would need to reallocate certain funds from the 2023 budget to meet this new budget amount.

Vice Chairman Nichols made a motion to approve reallocation of funds for the JCWSA Administrative Building.

Member Johnson seconded the motion. The motion carried with no objection by Members Wilbanks, Nichols and Johnson. Member Poe opposed.

Water Supply Planning Expenditure Request

Manager Leslie said staff is continuing to pursue water resources to ensure future water supply. Our Five-Year Capital Improvement Plan authorizes \$248,134 for year 2022, and \$350,000 for each year 2023 through 2027. He stated on March 3, 2022, we executed an agreement with Freese and Nichols to complete Water Resources Planning, in the amount of \$36,018. Freese and Nichols is on our on-demand Engineering list. The purpose of their work is to Identify and Assess Supplemental Water Supply Options.

Manager Leslie said this expenditure exceeds the Manager's spending limit of \$30,000, however it is accounted for within the 2022 budget. He said it was considered to trim the Scope of Work to \$30,000 to meet the Manager's spending limit. However, the work thus far has been far too valuable to consider lessening the effort.

Manager Leslie said he is requesting the Board approve authorizing the expenditure of \$36,018 for Task #2 (Identify and Assess Supplemental Water Supply Options), Water Resources Planning with Freese and Nichols and ratify agreement executed by Authority Manager on March 7, 2022.

Member Poe made a motion to authorize the expenditure of \$36,018 for Task #2, with Freese and Nichols and ratify the agreement executed by the Authority Manager on March 7, 2022.

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

The meeting was adjourned at 6:10 pm.

Karen Johnson
Board Secretary