

Jackson County Water and Sewerage Authority
Board Meeting Minutes
February 9, 2023

Chairman Wilbanks called the February 9, 2023 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, Board Member Kevin Poe, Board Member Wade Johnson and Board Member Tommy Benton.

Also Present: Attorney Paul Smart and Authority Staff: Joey Leslie, Judy Smith, Mark Dudziak, Nathan Hester, Ben Massey, Karen Johnson, Hope Weeks, Caleb Baughcum, Amy Bales, Lisa Grainger, Ben Massey, Wesley Colley and Ronna Berrong.

Visitors: Hannah Barron, Mainstreet News and Greg Spence, Verizon Wireless.

Approval of Minutes

Vice Chairman Nichols made a motion to approve the January 12, 2023, Board Meeting Minutes.

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

December Financials and Operating Reports

Finance Director Smith reported that JCWSA purchased 102.7 million gallons and sold 85.2 million gallons. The amount used for flushing totaled 15.3 million gallons. She said we've had an annual gain of 610 new water customers and 562 new sewer customers.

New Business

Administrative Building Guaranteed Maximum Price

Manager Leslie said the initial Budget for the project was \$8,888,647 including Bonded Funds, R&E Funds (committed), and money for project entrance negotiations. The Budget after the Board reallocated funds in December 2022 became \$14,763,443. The building can be built for \$12,097,870, including construction and consultant fees.

Manager Leslie presented the breakdown of the funding plan. He said staff recommendations are to approve GMP agreement with Carroll Daniel and authorize the Authority Manager to execute the document, and possibly consider approving a budget for furniture now or we can do this later as we monitor costs throughout construction. He said Staff wishes to contract directly with a furniture supplier, outside of CMAR contract

Member Poe asked about items that might not be included in the contract. Manager Leslie said we have a contingency of \$100,000.

Member Poe recommends waiting on including furniture and see how the projects goes.

Member Poe made a motion to approve AIA CMAR GMP Agreement with Carroll Daniel Construction as presented and authorize the Authority Manager to execute the documents.

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

Verizon Temporary Tower on Wheels Agreement

Manager Leslie reported that Verizon wireless wishes to add a cellular communication antenna to Jackson County's public safety radio tower, which is located upon JCWSA's elevated tanks property near the entrance to Traditions. He said this is a joint project with the Authority, Jackson County and Verizon. Manager Leslie said in order to do so, they will need to park an equipment vehicle permanently on the property and run various electrical items to/from the vehicle. They will also be adding a wiring bridge from the truck over to the communications tower. This would be a temporary solution, as they are building a permanent tower nearby.

Manager Leslie said in years past, we have resisted allowing cellular infrastructure on our facilities. However, we believe this will be a good benefit to the citizens of Jackson County, including ourselves. He said partnering with cellular companies is becoming more common and our Authority Attorney has expressed the situation is now more favorable for utilities and has reviewed the agreement.

Vice Chairman Nichols made a motion to approve the Verizon Temporary Tower on Wheels Agreement with Verizon Wireless 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.

Executive Session

Member Poe made a motion to go into Executive Session at 6:30 pm.

Vice Chairman Nichols 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 7:38 pm.

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

Chairman Wilbanks announced the extension of Authority Manager Joey Leslie's employment contract by one year.

Department Reports

Sewer – Mark Dudziak

Average daily flow .663 MGD
Average Peak .962 MGD
Effluent BOD BRL 100 % Removal
Effluent TSS BRL 100% Removal
Effluent NH₃N BRL 100 % Removal
Effluent Fecal Below readable limits
Effluent Total Phosphorous .35 mg/l 97 % Removal

Dewatering totals: 78.8 dry tons sent to the landfill.

Wastewater Work order tasks completed: 341

- CMOM manhole inspections: 172
- Lift station inspections: 113
- Sewer connection inspections: 17
- Wastewater treatment plant tasks: 39 includes daily plant process control

Collection system summary:

The collections department took delivery of our new SL- RAT acoustical inspection system in January, completed training, and we have started using this system in conjunction with our normal CMOM inspection process.

We continue to fight flushable wipes issues in our lift station wet wells and pumps. A quote to clean out the Middle Oconee wet well is forthcoming in February.

Wastewater treatment plant:

MOWWTP received the highest peak flows we have ever seen in January, this resulted in several operational challenges throughout the plant. Staff continues to wait for parts to complete repairs on our disk filters damaged in the December freeze.

In-house repairs on several items took place in January with our own staff completing the work rather than outside contractors.

Wastewater Manager:

I am continuing to work with GA EPD on our permit renewal in GEOS. This process has been delayed due to short staffing and staff turnover at the state level. Another 6-month delay is likely.

I will start the WLA renewal process for the future Mulberry WRF in February. No changes or problems are expected in this process.

Wastewater staff will be taking continuing education classes in February and March to have points for license renewal in June. Both collections and plant operators met with water distribution staff in January for cross-training.

Water – Harold Garrison

- 955 total locates
- Exercised 690 valves
- 298 marked water locates
- 176 marked sewer locates
- Cleaned 5 pump stations
- 5 leak repairs
- Cleaned 5 taps
- Installed 5 taps

IT – Caleb Baughcum

- Desktop support
- Agreement worked out with Comcast for the new building – they are covering the cost

Engineering – Nathan Hester

- New hire starting soon – Engineering Technician
- Water Master Plan preliminary results will be in March
- Working on the water audit

Manager Report

- Kick-off meeting at Upper Oconee
- Starting test drilling on wells.

Member Poe announced there will be a planning session with the BOC and invited everyone to attend.

Chairman Wilbanks introduced new board member Tommy Benton

The meeting was adjourned at 7:48 pm.

Karen Johnson
Board Secretary