

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

Chairman Wilbanks called the November 10, 2022, Jackson County Water and Sewerage Authority Board Meeting to order at 6:16 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, Mark Dudziak, Karen Johnson, Nathan Hester, Austin Marable, Caleb Baughcum and Hannah Barron, Mainstreet News.

### **Approval of Minutes**

Vice Chairman Nichols made a motion to approve the October 13, 2022, Board Meeting Minutes.

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

### **Finance**

Finance Director Smith reported that JCWSA purchased 132.5 million gallons and sold 104.1 million gallons. She said we've had an annual gain of 511 new water customers and 350 new sewer customers. Finance Director Smith reported as of September, 2022, \$68,000 has been paid for customer leaks through the HomeServe Leak Insurance program.

### **New Business**

#### *Bill Wright Road Water and Wastewater Preliminary Application*

Manager Leslie said we have received a water and wastewater preliminary application from Jackson 337, LLC. He said they are looking to develop a Cross Dock Facility along Bill Wright Road. Manager Leslie said the facility will require the realignment of Bill Wright Road at Valentine Industrial Parkway. They estimate the facility will have 374 employees and a demand of 9,350 gpd. Manager Leslie said the entire development falls within JCWSA territory and we have water and sewer facilities in the area.

Member Poe made a motion to approve the Bill Wright Road Water and Wastewater preliminary application based on the Terms of Approval and Conditions 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.

### *Hampton Ridge Preliminary Application Resubmittal*

No action required.

### *Ratify Expenditure for Insertion Valve at Highway 11 and 124*

Manager Leslie said GDOT is enlarging the roundabout at Highway 11 and 124. He said this project will require the relocation of multiple water facilities and the water line work requires the addition of two insertion valves. Manager Leslie said using insertion valves will keep all customers in service and allow JCWSA in-house crews to complete the water line relocations using our own forces.

Manager Leslie said a Purchase Order was approved on October 3, 2022, ordering the insertion valves. He said with supply chain issues and GDOT timeline, we determined it necessary to order the valves as quickly as possible to avoid delays.

Vice Chairman Nichols made a motion to ratify the expenditure for the two insertion valves in the amount of \$35,000.

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

### *Highway 11 Sewer Realignment*

Manager Leslie said as discussed in Agenda Item Number 3, GDOT is enlarging the roundabout at Highway 11 and 124. He said this project will require the relocation of multiple water facilities. Manager Leslie said JCWSA internal forces cannot complete the sewer line relocation work because of the depth involved, the general complication of the work, and the requirement to bore and case the gravity sewer line. He said this project must be completed by May 2023 to meet GDOT's timeline. A cost estimate was prepared by the Authority engineering department, valued at \$93,000.

Manager Leslie said we received the following quotes:

- J&K Utilities: \$94,700
- Universal Underground: \$176,600
- Dirt Work Contracting: \$127,047

Manager Leslie said staff recommendation is to accept the quote from J&K Utilities.

Vice Chairman Nichols made a motion to approve the proposal from J&K Utilities and authorize the Authority Manager to execute the documents for the Highway 11 Sewer Realignment.

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

*Approval of Emery and Garrett Phase III Ground Water Study Agreement*

Manager Leslie said Emery and Garrett began groundwater investigations in Jackson County in November 2020. He said Phase I is completed and Phase II will be finalized and the report delivered to JCWSA before the end of the year.

Manager Leslie said Phase III of the project is Exploratory Drilling. He said the agreement for this phase needs to be approved.

Member Poe made a motion to approve the agreement with Emery & Garrett in the amount of \$277,250 to complete Phase III of the ground exploration project and authorize the Authority Manager to execute the agreement.

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

*Consider Cashiers Check Guarantee for Installation of Water Line Extension – Alston Construction/Project Castle*

Manager Leslie said Project Castle is a warehouse facility north of I-85 in Pendergrass on Highway 129. He said the contractor has generally completed the construction except for the water line extension across the property's frontage.

Manager Leslie said they could not begin construction of the water line extension across the frontage until recently, based upon being unable to acquire the pipe. He said the building has a tenant able to occupy the building immediately but JCWSA will not offer initial project acceptance until all items have been completed. Additionally, Pendergrass will not allow occupancy until our approval.

Manager Leslie said the contractor has asked that we consider accepting a cashier's check assuring the final waterline will be completed. To assist the contractor, we developed an agreement that JCWSA's Attorney has reviewed and provided feedback/revisions.

Manager Leslie said staff recommendation is to approve the agreement for the deposit of cash security funds to insure installation of remaining water/sanitary sewer improvements,

Vice Chairman Nichols made a motion to approve the agreement for the deposit of cash security funds to ensure installation of remaining water/sanitary sewer improvements and authorize the Authority Manager to execute the documents.

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

*Jackson Landing Phase I and Phase II Preliminary Application Resubmittal*

No action required.

## Department Reports

### Sewer – Mark Dudziak

Average daily flow .601 MGD  
Average Peak .674 MGD  
Effluent BOD BRL 100 % Removal  
Effluent TSS BRL 100% Removal  
Effluent NH<sub>3</sub>N BRL 100 % Removal  
Effluent Fecal Below readable limits  
Effluent Total Phosphorous .048 mg/l 95 % Removal

Dewatering totals: 81 dry tons sent to the landfill.

Wastewater Work order tasks completed:

Total tasks completed: 329:

CMOM manhole inspections: 149  
Lift station inspections: 108  
Sewer connection inspections: 38  
Wastewater treatment plant tasks: 34 includes daily plant process control

#### Wastewater Collections:

The collections crew has been busy doing follow-up inspections and jetting problem areas for the past month. Pump change out on Middle Oconee pump 1 to Flyte started October 31st, some technical issues with Flyte on the controls have slowed down the installation. Wipes and grease issues are still plaguing our system.

#### Wastewater Treatment:

The treatment plant crew completed annual and quarterly maintenance on the UV system and helped Hach with maintenance on the Phosphax and Soltex systems this month. In-house crews fixed an issue with Aerator #2 mooring arms this month as well. Aerator semi-annual maintenance is scheduled for November. The plant continues to operate well within compliance.

#### Operations Manager:

I completed and submitted the annual pretreatment report to Georgia EPD Industrial division this month, the TICA permit and our IPP relinquishment are in public notice and both should take effect November 18<sup>th</sup>, 2022. Our WWTP plant permit renewal was held up for this process to complete, the future permit will remove the IPP language and requirements.

An uptick in sewer inspections and developer interactions was seen by our division late in the month.

A joint meeting/lunch with wastewater, water, and metering field staff was held on October 5th,

and feedback was gathered on the future on-call changes as well as an opportunity for these departments to interact and start building better cooperation and comradery.

Water – Mark Dudziak for Harold Garrison

497 total tasks

483 valves exercised

3 hydrant replacements

5 leak repairs

3-meter stub installs

5 visual inspections of pump stations and cleanouts

998 total locates 525 marked slightly down from last month

### **IT – Caleb Baughcum**

We are in the process of user testing for the Cartegraph implementation and should begin use in January.

### **Engineering – Nathan Hester**

- Busy with plan reviews
- In the process of hiring a Junior Engineer

### **Manager Report**

- Building update

The meeting was adjourned at 6:40 pm.

Karen Johnson  
Board Secretary