

**Jackson County Water and Sewerage Authority**  
**Board Meeting Minutes**  
**October 12, 2023**

Chairman Wilbanks called the October 12, 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, and Board Member Tommy Benton.

Also Present: Attorney Paul Smart and Authority Staff: Joey Leslie, Mark Dudziak, Harold Garrison, Judy Smith, Karen Long, Nathan Hester, Wesley Coley, Ronna Berrong, Austin Marable, Jordan Waters and Matt Wyatt. Visitor: Corbitt Woods and Taylor Hern, Mainstreet Newspapers.

### **Approval of Minutes**

Member Benton made a motion to approve the September 14, 2023, Board Meeting Minutes.

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

### **Operating Reports**

Finance Director Smith presented the finance operating reports. She reported the following:

- Purchased 158.9 million gallons and sold 117.6 million gallons
- Amount used for flushing totaled 34.3 million gallons
- Billed water usage increased 6.3%, and sewer increased 12% compared to August 2022
- An annual gain of 259 new water customers and 136 new sewer customers
- There were 27 new meter installations and 49 meter change outs through the aging meter program
- Jerry Jackson received his wastewater collections license
- Empower student for Customer Service

### **Visitor**

Corbitt Woods addressed the board regarding the Reserve at Gum Springs (formerly Gum Springs 130). Mr. Woods is requesting confirmation of the terms of the Agreement. He explained they have been working diligently over the past years to get the project entitled for construction and have invested over \$4,000,000 in the project to date. He said his lenders and other related parties have asked for clarification on certain dates in the agreement.

Manager Leslie said that Phase I, according to the terms and conditions, must be completed five years from the date of application (December 10, 2020), and failure to complete Phase I within five years may result in the invalidation of any unused sewer taps at the sole discretion of the

Authority. He also stated that JCWSA may terminate the pre-paid tap agreement for Phase II after five years from the execution of the December 10, 2020, contract.

Manager Leslie said staff recommendation is to withhold any extension of agreements until significant construction progress has taken place. However, if significant construction occurs, an extension of one year may be considered.

Member Poe made a motion to authorize Attorney Smart to draft an amendment to the Approval and the Contract to coincide with the August 10, 2023, contract for five years.

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

## **Old Business**

### *Manor Lake Hoschton Cottages Water and Wastewater Preliminary Application*

Manager Leslie said on October 3, 2023, Manor Lake Development submitted a revised Preliminary Water and Wastewater Application for Manor Lake Hoschton (formerly applied under the name Manor Lake Hoschton Cottages). He said the application indicates 158 senior care facility units. According to the application, the anticipated daily sewage discharge is 60,000 gallons, equivalent to 200 Equivalent Residential Units (ERUs). However, the application states they are applying for 43 taps. Actual ERUs should be approximately 158. Manager Leslie said construction is expected to begin in December 2024.

Manager Leslie said the applications map shows the property zoned as commercial but according to JCWSA definitions, the proposed cottage homes are residential. He said on July 13, 2023 for a period of 365 days, the Board adopted a Temporary Suspension Resolution on residential projects exceeding 10 ERU's.

Manager Leslie said this project is located at the far extremity of the JCWSA water/sewer delivery area in West Jackson on Highway 124, where additional water/sewer customers are most difficult to handle. He said significant water/sewer system improvements at the developer's responsibility may be required if the project is approved after lifting the suspension. Manager Leslie stated the applicants may choose to submit the Commercial portion separately for Board consideration and per the approved resolution this application will become an Interim Application.

Member Poe made a motion to receive a Water and Wastewater Preliminary Application for Manor Lake Hoschton Cottages.

Vice Chairman Nichols seconded the motion. The motion was carried with Board Member Benton voting no and remaining board members voting yes.

## **New Business**

### *Bear Creek Reservoir Expansion Budget*

Manager Leslie said Upper Oconee Basin Water Authority is currently under design to expand the treatment plant from 21 MGD to 42MGD. He said based on the revised treatment capacities, the Jackson County portion is 46.429%. This makes out financial portion \$27.546 million.

Manager Leslie said UOBWA has contracted with Jacobs Engineering for the Project Design and Bidding. He said our portion of the current contract is \$1,076,067.96. He said this will be funded by cash from JCWSA's renewal and extension funds. The remaining funds needed for offsite electrical and construction will be financed by the issuance of a municipal bond.

Member Poe made a motion to approve the budget expense to pay Jackson County's portion of Engineering, Design, and Construction Administration in the amount of \$4.504 million from the JCWSA Renewal and Extension Fund.

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

### *Ratification of Engineering Invoices for Bear Creek Expansion*

Manager Leslie said UOBWA has approved the invoices and paid them on behalf of the member county governments. He said JCWSA has paid the two invoices and is seeking ratification from the Board.

Member Poe made a motion to approve the ratification of the engineering invoices for the Bear Creek Expansion as presented.

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

### *Adoption of Appendix H for Water Master Plan Update*

Manager Leslie said Freese and Nichols have been working on various updates to our Water Master Plan. He said this is essential to determine ongoing capital projects and future rate studies.

Manager Leslie said JCWSA provided the Board with Appendix H at the last board meeting.

Vice Chairman made a motion to adopt Appendix H into the Water Master Plan as presented

Member Benton seconded the motion. The motion was carried with no objection, and all board members present voted.

## **Department Reports**

Average daily flow .701

Average Peak .750 MGD

Effluent BOD BRL 100 % Removal

Effluent TSS BRL 100% Removal  
Effluent NH<sub>3</sub>N BRL 99.8 % Removal  
Effluent Fecal Below readable limits  
Effluent Total Phosphorus .31 mg/l 97.8 % Removal

Dewatering totals: 78.97 dry tons sent to the landfill.

Wastewater Work order tasks completed:

- CMOM manhole inspections: 108
- Lift station inspections: 108
- Sewer connection inspections: 21
- Wastewater treatment plant tasks: 33 includes daily plant process control

Collections System:

- Worked on clearing several more rights of ways.
- Worked on the SLI project for several days.
- Finishing up CMOM and Sewer Ratt work for 2023, only three issues were found in the whole collections system through the process, and all of these were corrected by our in-house staff.
- Working with distribution crew on installing sewer line for new admin building.
- Started a trial with Pro pump on a portable mixer for lift station wet wells.

Wastewater Plant:

- Plant operations Staff had several projects in the plant this month, including two plant clean-up days, changing out the influent flow meter, pulling out an aerator, and replacing it with a spare. Conducted a plant tour for three Jefferson HS science classes.
- Dropped and cleaned disk filter number two.
- Changed process control procedures on effluent.

Wastewater Operations Manager Monthly Highlights:

- Set up tours for Jefferson HS science, Empower environmental science class, and Leadership Jackson. Working with JCSS HS science on some future tours.
- I continued to reach out to Georgia EPD regarding permit renewal status and our WLA, both are in the admin review process.
- Resolved odor complaint in Laural Cove with Jackson County Code enforcement.
- Started working on 38 Adella Drive, new wastewater admin office.

## **Water**

- 228 total tasks completed
- 9-meter stub installations
- Cleaned and cleaned and inspected water pumping stations
- Rebuilt pump house at well site off of Doster Road

- 2 fire hydrant repairs
- Tap clean out in Traditions
- Rebuilt valve on Adella Lane
- Repaired main leak on corner of 334 and 441
- Continued lead line project

### **GIS**

Austin reported that we are halfway done with the lead line project for the EPD. He also reported he is adding a lot of data to our maps.

### **Engineering**

Nathan reported there are a lot of new developments and inspections.

### **Manager**

We are working on water supply and will start test pumping the two test wells we have talked about in November. We hope to have good news by December.

Working on the idea of forming another authority with surrounding counties and communities for long term water supplies.

Administrative building is going well and we are still scheduled to move by March.

The meeting was adjourned at 7:25 pm.

Karen Long  
Board Secretary