

**Jackson County Water and Sewerage Authority**  
**Board Meeting Minutes**  
**July 13, 2023**

Chairman Wilbanks called the July 13, 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 Wade Johnson, Board Member Kevin Poe, and Board Member Tommy Benton.

Also Present: Attorney Paul Smart and Authority Staff: Joey Leslie, Karen Long, Mark Dudziak, Judy Smith, Nathan Hester, and Hope Weeks.

### **Approval of Minutes**

Vice Chairman Nichols made a motion to approve the June 8, 2023, Board Meeting Minutes.

Member Johnson 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 114.8 million gallons and sold 95.6 million gallons
- Amount used for flushing totaled 13.7 million gallons
- Billed water usage was down 2.8%, and sewer was down 0.9% compared to May 2022
- An annual gain of 137 new water customers and 65 new sewer customers

### **Old Business**

#### *Jackson Farms Preliminary Application, Discussion of Line Looping, Heard Construction*

Manager Leslie said this application was approved in November of 2021. The applicant is asking to remove Item K from the Conditions of Approval. He said the developer has diligently attempted to meet the conditions of Item K, looping the waterline back to Lennox Drive. However, attempts to negotiate the easement have failed. He said staff recommends removing Item K from the Conditions of Approval.

Member Poe made a motion to accept the staff recommendation to remove Item K from the Terms of Approval and Conditions

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

## **New Business**

### *Jefferson Aquatic Center Sewer Preliminary Application*

Manager Leslie said we received a preliminary application from the City of Jefferson for a new Aquatic Center. He said this application is for sewer only. He said we have been given several different figures for GPD, the latest being 8568 GPD. He said he spoke with Pricilla, and she plans to get a second engineering opinion. Manager Leslie referred to Item I on the Conditions of Approval. He pointed out that any volume greater than 10% would void the agreement and would require Jefferson to submit a new preliminary application.

Member Poe motioned to approve the Jefferson Aquatic Center Preliminary Sewer Application Conditions of Approval as presented and authorize the Authority Manager to execute the document.

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

### *Service Territory Swap with Jefferson*

Manager Leslie said the City of Jefferson had requested a service territory swap. He said staff has calculated the service territory values and believes the swap is fair and equitable.

Attorney Smart stated that he revised Item 1, Transfer of Territory. He said the original was vague about what was being swapped. He said the agreement would be sent back to Jefferson for their approval.

Vice Chairman Nichols motioned to authorize the service territory swap with the City of Jefferson as presented.

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

### *Temporary Suspension of Certain Preliminary Water/Sewer Applications*

Manager Leslie said we recently completed a Water Distribution System Master plan projecting necessary improvements to be completed by 2030 and 2050. The estimated costs for these improvements are \$151,723,000 and \$237,381,100, respectively, for a total cost of \$362,582,300. He said we are currently completing the Sewer Collection System Master plan projecting improvement costs. Manager Leslie said this study will be available soon, and we expect similar costs.

Manager Leslie said our water distribution system, and likely the sewer collection system, will be at capacity if all current commitments are built out, meaning large and expensive water/sewer lines, pump stations, etc., must be built. He said staff believes current ratepayers should not bear the burden of the tremendous upcoming costs of future development.

Manager Leslie said we have begun budgeting for 2024 and inputting our 5-year capital plan into the financial model.

He said if we complete a minimal number of Capital Improvement Projects, less than required by the plan, the monthly debt per customer in 2026-27 is estimated at \$71 per month. Manager Leslie said this is not good for our existing ratepayers.

Manager Leslie said staff recommends pausing Residential water and sewer preliminary applications exceeding 10 ERUs. He said this would allow us to complete both the Water and Sewer Master Plan and a revised rate study. Manager Leslie said this applies to residential only and will apply for one year unless terminated earlier by the Water Authority Board.

Member Benton was concerned about developers purchasing much acreage and then applying for connections in ten-lot increments. Manager Leslie said if they developed ten lots at a time, that would be acceptable, but they would have to complete each ten before applying for the next group. He said we estimate there are about 5000 buildable lots that we have already committed to in our water system. Member Benton would like for us to consider not authorizing any new connections until those 5000 lots are built out. Manager Leslie said he feels this suspension resolution will take care of our issue.

Chairman Wilbanks mentioned that years ago, we had a policy that it was a permanent commitment when a connection was sold. He said when someone applies for capacity now, there is an expiration date, and there is not a commitment from us beyond that date.

Member Poe discussed increasing overall capacity in the next 10-15 years. Manager Leslie concurred and said we are working on that now. He said we plan to drill our first well which could become a production well in August. He said we could eliminate some pipes up to West Jackson if we can get productive wells in West Jackson.

Vice Chairman Nichols pointed out a grammatical error and asked for a correction in Section 3 of the resolution. He also requested that on the second page at the bottom, where it shows our address, an option be added that a copy of the resolution is available online since we will have moved to our new location by the time this resolution expires.

Member Poe made a motion to approve the Resolution Temporarily Suspending New Residential Water and Sewer Connections with the correction of the grammatical error in Section 3 and adding "the resolution is available online" to the second page.

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

## **Department Reports**

### **Sewer**

- Average daily flow .689MGD
- Average Peak .710 MGD
- Effluent BOD BRL 100 % removal
- Effluent TSS BRL 100% removal
- Effluent NH3N BRL 100 % removal
- Effluent Fecal Below readable limits

- Effluent Total Phosphorus .31 mg/l 97.9% removal
- Dewatering totals: 78.79 dry tons sent to the landfill.

Wastewater Work order tasks completed: 312

- CMOM manhole inspections: 145 ( includes Sewer RAT work)
- Lift station inspections: 114
- Sewer connection inspections: 16
- Wastewater treatment plant tasks: 37 includes daily plant process control

Collection System Summary:

The collections crew along with Harold's crew, repaired a force main break in Traditions last month. Our crew also did a confined space entry to clear a blockage in a deep manhole. This was done safely and quickly by our staff. This blockage was found as part of our Sewer Rat program before it became an issue and an emergency. Several call outs due to surge and lightning problems last month.

Wastewater Plant Operations:

The WWTP crew struggled with several lightning and surge issues as well, including the loss of our influent flow meter and numerous SCADA control issues. Plant staff completed quarterly maintenance on the clarifier, headworks, and UV system this month. The WWTP continues to operate at a high level even with the recent increase in flows.

Wastewater Manager:

I worked on our annual budget last month. WWTP and collections staff had input in this process. I had two separate meetings with Austin Jones and Adam Bruce on how the process works and how we budget.

I continue to have a dialog with Georgia EPD both on our current permit renewal and our WLA status. As of June 1<sup>st</sup>, they had a complete staff turnover in permitting, so now I am dealing with a different person. No ETA was given as to when we will see either of these items.

## **Water**

- Ran water line for new admin building
- Marked 336 water lines and 155 sewer
- 6 fire hydrant repairs
- Force main repair
- Presentation on how to do maintenance on our own valves

## **Engineering**

Nathan reported that he plans to present the short-term capital improvement plan at the August meeting. He also plans to discuss water supply options.

## Manager

Manager Leslie showed a drone photo of the new administrative building and reported the contractor is doing a great job. He said there have been no major issues, and we are still on schedule for a March 2024 completion. He stated we are still on budget as well.

Manager Leslie reported after receiving internal survey submissions from employees for our new logo, he decided to reach out to a professional firm. He said there was almost 100% approval on the logo selected. He explained the concept of the logo.

Chairman Wilbanks asked if there was a scheduling issue if the logo is thought about until the next meeting. Engineer Hester said we'd like to roll it out at the GAWP meeting this month.

Chairman Wilbanks said it does not require a motion.

Member Benton made a motion to table the logo decision. Vice Chairman Nichols seconded the motion.

The meeting was adjourned at 7:15 pm.

Karen Long  
Board Secretary