

**Jackson County Water and Sewerage Authority**  
**Board Meeting Minutes**  
**March 14, 2024**

Chairman Dylan Wilbanks convened the Jackson County Water and Sewerage Authority Board Meeting at 6:00 p.m. on March 14, 2024.

Member Attendees: Chairman Dylan Wilbanks, Vice Chairman Chris Nichols, Wade Johnson, Kevin Poe, and Tommy Benton.

Also Present: Attorney Paul Smart; Authority Staff - Joey Leslie, Mark Dudziak, Harold Garrison, Judy Smith, Karen Long, Caleb Baughcum, Hope Bowling, Amy Bales, Lisa Grainger, Jordan Waters, Ronna Berrong, Matt Wyatt; Visitors – Taylor Hern, Mainstreet News, Representatives from Nicholson Water Authority and Eagle’s Crest Development Project.

### **Executive Session**

Vice Chairman Nichols made a motion to go into Executive Session at 6:03 pm.

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

Vice Chairman Nichols made a motion to come out of Executive Session at 6:35 pm.

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

### **Approval of Previous Minutes**

Vice Chairman Nichols made a motion to approve the minutes from the February 8, 2024, meeting.

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

### **Operating Reports**

Finance Director Judy Smith presented financial reports for December 2023 and operating reports for January 2024, highlighting:

- 119.8 million gallons purchased, 90.2 million gallons sold.
- 13.3 million gallons used for flushing.
- 16.7% decrease in billed water usage, 9.4% decrease in sewer usage, compared to a year ago.
- January 2024 gain of 75 water and 35 sewer customers.
- Workorders completed for February 2024 - 453
- Backflow tests completed - 45

## **New Business**

### *Eagle's Crest Phase I and II*

Manager Leslie said the Terms of Approval and conditions were approved for this subdivision in April 2022. He said the construction plans were approved in February of 2023 and JCWSA is ready, willing and able to provide water service to Phase I. Manager Leslie said progress on the project was noted until a cessation of communications around August of 2023.

Manager Leslie said a recent field review revealed the development has transitioned to Nicholson Water Authority for water service. He said the area being built falls outside the NWA Charter Boundary. Manager Leslie said NWA may not provide water service outside their charter limits. He said he spoke with them on site stating they should probably stop working. He said they continued to finish out the rest of the infrastructure outside the NWA boundary. Manager Leslie said the installed items do not meet our standards and specifications.

Manager Leslie said staff recommendation is to proceed with the project as initially approved using our Standards and Specifications, as written.

A representative for the developer spoke regarding the issue and proposed a territory exchange with the City of Nicholson. She said they are in a place where significant infrastructure has been installed. She discussed they are open to discussing a territory swap. She said she would like to facilitate a resolution.

Chairman Wilbanks said we have done territory swaps with cities but he pointed out that NWA's charter limits them in a way from our perspective, making it impossible for them to trade with us.

Member Poe asked for clarification on the application that was originally submitted to JCWSA asking why they went and did something different. The developer said the project started with a 55-acre parcel on Waterworks Road that is in NWA's territory. He said other property adjacent was purchased and that is when they started working with JCWSA.

Vice Chairman Nichols asked why the developer never came back to JCWSA. The developer said NWA offered them to connect to their water.

Chairman Wilbanks said he would take a motion from the board. There was no motion so no action was taken.

### *Barrow County Agreement Renewal*

Manager Leslie said we currently purchase water from Barrow County to supply a limited number of customers (approximately 80) on the other side of Bear Creek Reservoir. He said our peak month demand last year was approximately 36,000 gallons per day.

Manager Leslie said we renewed our agreement on June 22, 2021 for a two-year period. He said the new agreement rate will be \$5.15 per thousand gallons and locks us in for ten years.

Member Poe made a motion to approve the First Amendment to the Intergovernmental Agreement for Water Purchase Between Barrow County and the Jackson County Water & Sewerage Authority.

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

### *Wastewater Master Plan Adoption*

Manager Leslie said Engineer Hester presented the Wastewater Master Plan at the last meeting for consideration of adoption.

Vice Chairman Nichols made a motion to approve the Wastewater Master Plan.

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

## **Department Reports**

Average daily flow .782

Peak day 1 mgd

Effluent BOD BRL 100% removal

Effluent TSS BRL 100% removal

Effluent NH<sub>3</sub>N BRL 85% removal

Effluent Fecal 2 #/100ML

Effluent Total Phosphorus 0.25 mg/l monthly average

Wastewater Work Tasks Completed - 257

- CMOM manhole inspections: 82
- Lift station inspections: 116
- Sewer connection inspections: 25
- Wastewater treatment plant tasks: 34 includes daily plant process control

Collections System:

- Collections crew continues to work on CMOM inspections and Sewer Rat work.
- Starting Right-of-way maintenance as soon as the weather dries out.
- We had two pumps fail at Middle Oconee LS due to heavy debris, both have been repaired and are back in service.

Wastewater Plant:

- Plant operators dealt with several issues this month including several wet weather events and some unusual loading which led to an issue with high ammonia levels in our effluent.
- Installed new level transmitters in our PACL tanks, there was no cost for this equipment provided by our chemical supplier.
- Started spring O & M on plant equipment.
- Conducted tours with Jefferson HS environmental science classes.

### Wastewater Manager:

- Met with contractors and finalized work on the 38 Adella Drive project.
- Started 120-day-long BOD testing for new WLA at Middle Oconee WWTP.
- Signed myself and the plant operations staff up for a Total Nitrogen workshop via GAWP that will include Georgia EPD permitting and other key regulatory staff.
- Attended a meeting with the rate consultant last month at 117 MLK.
- Reviewed several projects' camera footage for spec compliance.

### Water

#### 382 Work orders

- 9 meter stubs installed
- 7 visual inspections and cleaning of water pumping stations
- 3 leak checks
- Moved shelves and shop materials to new warehouse
- Built concrete storage bins for gravel
- 1 service line repair and 1 service line clean out tap
- Repaired four fire hydrants
- Replaced one fire hydrant
- Processed 910 locate tickets, marked 561– 364 water, 4197 sewer
- Marked 232 water and 195 wastewater
- Locate Technician Brandon Archer passes the Water Distribution examination.

### IT

- Continuing set up at new building and new wastewater office.

### Engineering

- Working with GDOT on relocating a water line.
- Finishing annual water loss report.
- Working on three roundabouts.

### Manager

- Remodel of bathroom and stairs at new wastewater office.
- Completed 30% design for Bear Creek.
- Doing a corrosion study for Bear Creek. Considering options for the study.
- Working on Doster Creek lift station – doing most in-house.
- Reports back on our two wells, ready for use after treatment systems installed.
- Move date is set for April 25 and 26.

The meeting was adjourned at 7:00 pm.

Karen Long  
Board Secretary