

Jackson County Water and Sewerage Authority
Board Meeting Minutes
October 10, 2024

Chairman Chris Nichols convened the Jackson County Water and Sewerage Authority Board Meeting at 6:00 p.m. on October 10, 2024.

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

Also Present: Attorney Paul Smart; Authority Staff - Joey Leslie, Mark Dudziak, Judy Smith, Harold Garrison, Karen Long, Caleb Baughcum, Amy Bales, Ronna Berrong, Matt Wyatt.

Approval of Previous Minutes

Vice Chairman Benton made a motion to approve the minutes from the August 8, 2024 board meeting

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

Vice Chairman Benton made a motion to approve the minutes from the August 28, 2024 called meeting.

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

Presentation of the 2023 JCWSA Audit

Amanda Wilkson, Bates Carter presented the 2023 audit. She said the audit was issued an Unmodified Audit and will receive the 2023 Certificate of Achievement for Excellence in Financial Reporting for the seventeenth consecutive year.

Operating Reports

Director Judy Smith presented operating reports for August 2024, highlighting:

- 144.1 million gallons purchased, 121.4 million gallons sold.
- 29 million gallons used for flushing.
- 3.3% increase in billed water usage, 23.8% increase in billed sewer usage, compared to a year ago.
- Gain of 16 water and 12 sewer customers.
- Workorders completed - 470
- Backflow tests completed – 50
- Aging meter change out – 21
- New installations – 51

Finance Director Smith said Meter Maintenance Technician Aden Wilhelm received his Water Distribution License.

Member Poe asked for an update on the Upper Oconee project.

Manager Leslie said we have included everything in the budget with the cost estimates. He said we are meeting with the bond issue company next month. We should get funding around January/February of next year.

Old Business

Purchase Request for 24-Inch Pipe

Manager Leslie said we have one major SPLOST project remaining: the Highway 129 Loop. This project proposes a new 24-inch water line running from Lebanon Church Road to Brock Road.

Manager Leslie said when this item was presented in August, the Board raised two key questions and requested staff to investigate them while the item remained tabled: (1) How is sales tax handled if JCWSA purchases materials and provides them to the contractor for a project? (2) What is the warranty period for each pipe manufacturer?

Manager Leslie said attorney Paul Smart researched the sales tax issue. He prepared a memorandum explaining where the materials are consumed, the government must provide the contractor with advance written notice of the sales tax due for said materials. If the government fails to do so, then the government shall be liable for the tax.”. Manager Leslie said If JCWSA supplies the pipe materials in any construction contract, we will ensure the contractor is properly informed about the responsibility for sales taxes, including adding a specific line item on the bid schedule and clarifying this in the contract.

Manager Leslie said regarding question #2, all pipe manufacturers include a 1-year warranty, although warranties start at installation for some manufacturers or delivery for others.

Member Poe made a motion to approve the pipe purchase from ElectroSteel for \$1,205,559 and to authorize the Authority manager to execute all agreements to purchase the pipe.

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

New Business

Presentation of the 2025 JCWSA Budget

Finance Director Smith presented the proposed 2025 JCWSA budget. She explained how to get to our transparency portal and how to navigate through the portal.

Chairman Nichols asked for more detail on the two new positions in the budget.

Manager Leslie gave a brief overview of both new positions and why we are requesting them.

Member Poe asked if we had a list of equipment and vehicles we plan to purchase in 2025.

Finance Director Smith said yes we do. She said for water, finance and engineering we have \$300,000 budgeted for vehicles and \$500,000 for construction equipment which includes a large excavator.

Member Poe asked about a generator for natural disasters.

Manager Leslie said the Talmo generator is critical, that is why it is in the budget. Water Operations Manager Garrison discussed the backup generators and batteries and where they are located.

Member Poe made a motion to approve the 2025 JCWSA Budget as presented.

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

Executive Session

Member Johnson made a motion to go into Executive Session at 7:08 pm.

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

Vice Chairman Benton made a motion to come out of the Executive Session at 8:02 pm.

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

No action was taken.

Department Reports

Wastewater

- MOWWTP Total gallons treated: 23.52 million Monthly Average : .784 mgd Monthly Peak: 1.1 mgd
- Sewer Connections Inspected in September: 30
- Completed 255 work orders last month.
- Monthly Highlights:
- Wastewater plant fall maintenance is underway including draining and washing both clarifiers and prepping for winter.
- Collection staff finishing out CMOM inspections for the year. We replaced a faulty air relief valve found during inspections in Traditions.
- Wastewater department staff worked diligently to prepare for Hurricane Helene. JCWSA had no major issues with the collections system or plant during the storm.

Water

- 592 tasks completed
- Installed three meter stubs
- 549 valves exercised
- Checked five water meters for leaks
- Repaired one 8" main and one ¾" service line
- Repaired one service line leak
- Mulches 13 different ROW
- Visited and inspected pump stations and tanks after storm
- Cleaner and organized all trucks on a rain day
- Cleaned all water pumping stations
- Replaced under sized exhaust fans at Galilee and Apple Valley pump stations
- Replace lights and air conditioner in MCC room at Highway 60
- Cleared ROW to access manhole and assisted in replacing air relief in Traditions
- Processed 1165 locates
- Marked 423 – 302 water and 121 wastewater

IT

- Back up internet connection installed.
- Computer set up with new wastewater office.

Engineering Report

- Galilee Pump Station model – looking at large ground storage tank instead of elevated.
- Well at Jackson Trail has been approved by EPD. We can start drawing water, approximately 325 gpm.
- Doster Creek – want to go gravity, realign force main and rebuild lift stations.

Managers Report

- Received the GAWP award for our master plan – the Master Plan Spotlight Award. Presenting in Jekyll Island next month.
- All staff and Bear Creek stepped up for a potential major catastrophe. The County kept everyone informed.

Chairman Report

Chairman Nichols discussed flushable wipes. He stated even though they are labeled flushable, they pose a significant cost to individuals and sewer utilities. They don't break down easily and cause blockages. Governments and Authority's spend thousands of dollars on maintenance repairs caused by the wipes and these costs are passed down to the rate payers through increased water and sewer bills. Chairman Nichols reminded everyone to just flush the four P's.

Chairman Nichols encourage people to check out our transparency portal stating we want to be fully transparent to the public. He invited everyone to come to Customer Appreciation Day on October 24th.

The meeting was adjourned at 8:20 pm.

Karen Long
Board Secretary