

Jackson County Water and Sewerage Authority
Meeting Minutes
February 14, 2019

Chairman Dylan Wilbanks called the February 14, 2019 Jackson County Water and Sewerage Authority Board Meeting to order at 6:00 p.m.

Members present included Chairman Dylan Wilbanks, Vice Chairman Pat Bell, Board Member Jim Smith, Board Member Christopher Nichols and Board Member Don Clerici.

Also present: Attorney Paul Smart and Authority Staff: Eric Klerk, Joey Leslie, Mike Johnson, Mark Dudziak, Judy Smith, Harold Garrison, Karen Johnson, Ronna Berrong and Nathan Hester.

Visitors included Cindy Edge, Mainstreet Newspapers, Eric Nease, Freese and Nichols, John Buchanan and Mark Rudolf.

Approval of Minutes

Member Nichols made a motion to approve the January 10, 2019 Board Meeting Minutes with the amendment of the executive session time to 6:50.

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

Finance Report

Finance Director Smith presented the operating reports and financial statements.

New Business

Panattoni Development Properties

Manager Klerk said the Panattoni Development preliminary engineering application is a water only application because the property is in a split HB 489 service territory. He stated JCWSA would provide water service and the City of Jefferson would provide sewer service.

Member Nichols made a motion to approve the Panattoni Development preliminary water application with the terms of approval and conditions.

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

Enclave at Morris Creek

Manager Klerk stated that this development included an area where wastewater taps were pre-purchased many years prior, and where the Authority had recently cost shared with the developer to finish building out gravity sewer on the tract.

Vice Chairman Bell made a motion to approve the Enclave at Morris Creek preliminary water and sewer application with the terms of approval and conditions.

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

Agreement for Professional Services with Freese & Nichols, Inc for Water Modeling

Engineer Leslie stated we issued an RFQ for professional services for the water modeling project. He said this project was approved in the 2019 capital budget for \$120,000.

Engineer Leslie said we received responses from eleven consultants. The modeling project's budget is as follows:

Outside Engineering: \$104,515
10% Contingency: \$10,451
JCWSA Engineering: zero
Total Project Budget: \$114,963

Engineer Leslie said staff reviewed all eleven proposals and found Freese and Nichols most qualified to complete the project.

Vice Chairman Bell asked what the timeframe for the project was. Engineer Leslie said the agreement states September 26, 2019 as the project completion date.

Attorney Smart said a sentence addressing confidentiality should be added to page SC-2 of the agreement.

Member Nichols made a motion to authorize the Authority Manager to execute the agreement with Freese and Nichols as presented to the Board with the confidentiality amendment to page SC-2.

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

Executive Session

Vice Chairman Bell made a motion to go into Executive Session at 6:30 pm.

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

Member Nichols made a motion to come out of Executive Session at 7:34 pm.

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

Member Nichols made a motion to extend Eric Klerk's contract until 2022 and authorized a one-time \$2,000 contribution to the Senior Management 401 plan.

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

Manager Report

- The three towers for meter reading are complete, consistently picking up 3000 of the 9000 meters. More towers are to follow at New Kings Bridge Road, Jackson Trail and at the site of the Arcade water tower.
- Update on MOWWTP;
 - Lyme building near completion
 - Storage building is complete
 - Foundation for scum screens complete
 - Effluent filters on site and pad for filters installed
 - Clarifier – a little behind because of the weather and some blasting scheduling delays
- Water tower – most foundation rebar installed. Most foundation concrete poured and now waiting on concrete to cure
- EPD MOWWTP update: 30- day Public Notice for permit upgrades (Anti-Degradation Analysis) complete.

With there being no further business to discuss, the meeting was adjourned at 7:50 PM.

Karen Johnson,
Board Secretary