

**JACKSON COUNTY WATER
AND SEWERAGE AUTHORITY**

MEETING MINUTES

May 14, 2009

Chairman Pugh called the meeting to order at 6:05 p.m. Members present included Chairman Randall Pugh, Board Member Shade Storey, and Board Member Andy Goodman. Also present: Manager Eric Klerk, Attorney Paul Smart, CIO/GIS Analyst Mike Johnson, Chief Engineer Fred Alke, Wastewater Manager Mark Dudziak, Water Services Manager Stacy Jenkins, Finance Director Judy Davis, Board Secretary Karen Johnson and Engineer Rob McPherson. Visitors included Mark Beardsley with The Main Street News.

APPROVAL OF MINUTES

Member Goodman made a motion to approve the minutes of the April 9, 2009 regular meeting and the May 7, 2009 work session minutes as presented.

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

NEW BUSINESS

ICMA

Chairman Pugh said that we heard a detailed presentation on the 401K and 457 plans presented by ICMA- RC at last week's meeting. Finance Director Davis said that ICMA stands for International City County Managers Association. Chairman Pugh stated that this company specializes primarily in retirement plans for public entities. He felt that there were some benefits over the current plan and feels comfortable about the level of service we would receive.

Chairman Pugh asked if anyone had any questions or comments.

Manager Klerk said that none of the JCWSA employees were against it.

Chairman Pugh noted that Mr. Briskin advised us that his company manages in excess of 25 billion dollars in assets.

Manager Klerk said to Finance Director Davis, "since this was between the individual employees there was really no contract to sign". Finance Director Davis said there are plan documents that would need to be signed.

Member Goodman made a motion to approve moving the retirement funds from the current plan to ICMA and approve any documentation.

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

Middle Oconee Clarifier Rehabilitation

Chairman Pugh said this item was discussed in detail at the last meeting and it is pretty obvious that the items and equipment that need to be replaced should be. He said some of the equipment is at least fifty years old and if that equipment breaks down we could be cited by the EPD for non compliance. Chairman Pugh stated the requested amount for approval is not to exceed \$150,000. Chairman Pugh asked for any questions or comments. Member Storey asked how long the down time would be. Wastewater Manager Dudziak said thirty days.

Member Goodman made a motion to approve the work for the clarifier rehabilitation.

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

EXECUTIVE SESSION

Member Goodman made a motion to go into an Executive Session at 6:15 p.m.

Member Storey seconded the motion.

Member Goodman made a motion to end the Executive Session at 6:40 p.m.

Member Storey seconded the motion.

No action was taken.

MANAGER'S REPORT

Manager Klerk passed out water purchase information and stated we are purchasing more water so the price is going down. He said we are still selling approximately 400,000 gallons a day to Braselton.

Manager Klerk pointed out in the financial section, the water loss report. He stated the percent of water loss is where it should be. This is a vast improvement from several years ago. He stated we were running about 20% water loss back then. Member Storey asked why there was a need to flush so much in the months of January and February. Manager Klerk said there are water lines that dead end and that water goes stale so you need to keep the lines flushed. Finance Director Davis said December and January are low usage months so we need to flush more. Engineer Alke said that is when we put in the SPLOST meters and we flushed for testing purposes.

Manager Klerk said all of these factors account for water loss and if the amount goes up that is okay as long as you know where the water went. Chairman Pugh noted that we only added 24 new customers in the first three months. Finance Director Davis said another five were added in April.

ENGINEER'S REPORT

WATER SYSTEM

1. SERIES 2006B BOND WATER DISTRIBUTION PROJECTS

Description: These projects consist of the design, permitting, bidding and construction administration services for water distribution lines for SPLOST 2000 Projects #6, #7, #8, & #9 areas.

Status: Dale Construction has completed the waterline installation work on this project. The Final Pay Application has been approved. Retainage to be released once erosion control devices have been enhanced. Project will be completed approximately \$65,000 under budget.

Action Items: Contractor is to providing additional erosion control measures to include grassing and rip rap check dams.

WASTEWATER SYSTEM

1. Middle Oconee Wastewater Treatment Plant Improvements – Services During Construction (SDC)

Description: Prime Engineering is providing SDC for the initial improvements to the Middle Oconee Wastewater Treatment Facility.

Status: The following items were performed during the month of April:

- Outstanding punch list items for the Contractor to correct, repair or complete have been worked on and are near completion.
- “As-Built” information (marked drawings) have been submitted to the Engineer for review in preparation of the final drawings.
- Engineer has requested missing “as-built” information from the Contractor.
- Demolition and removal of old screening facilities has been completed.

Action Items: The delivery and installation of sound attenuation enclosure on the standby generator to be completed in May.

WATER RESOURCES PROGRAM

1. Jackson County Water Resources Master Plan Study – Phase II, Alternative Site Analysis Services for Three Alternative Water Supply Reservoirs

Description: Prime Engineering is furnishing engineering services associated with continuation of the feasibility analysis of new water supply reservoirs for Jackson County. This task includes Water Quality Impairment Status, Preliminary Geotechnical Investigation, Environmental Information Document (EID), Watershed Protection, Hydrologic/Hydraulic Modeling and Yield Analysis, Property Research, Conceptual Reservoir Design, Conceptual Cost Estimate, Financing Alternatives, Permitting and Mitigation Assessment, Recommendations and Assistance with Water Supply Grant Application.

Status: The Authority has worked to obtain permission to conduct the environmental review on numerous properties. Based on properties we were requested not to access, the Authority released Prime to proceed with the environmental investigation but avoid those few parcels. As of the end of April, we have completed the field work on Reservoir #3 and the majority of #5. We were still trying to obtain releases on the Larkabit Property – Reservoir #5 (obtained in May) and the Sandy Creek LLC – Reservoir #4.

The Authority is working diligently to obtain this one remaining release needed to proceed with the site environmental investigative work on Reservoir #4. The geotechnical work will commence once all permission granted approvals are obtained. If the remaining approvals are obtained (two total – Sandy Creek LLC and one property owner on Reservoir #5) we should be concluded with the field work in May. **Action Items:** Obtain signoff from two remaining parcel owners and complete environmental and geotechnical field work.

With there being no further business to discuss, the meeting was adjourned at 6:52 pm.

Karen Johnson
Board Secretary