

**Jackson County Water and Sewerage Authority**  
**Meeting Minutes**  
**February 11, 2016**

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Chairman Ehrhardt called the February 11, 2016 Jackson County Water and Sewerage Authority Board Meeting to order at 6:05 p.m.

Members present included Chairman Dave Ehrhardt, Vice Chairman Shade Storey, Board Member Pat Bell, Board Member Dylan Wilbanks and Board Member Joe Hicks.

Also present: Attorney Paul Smart, Manager Eric Klerk, Authority Engineer Joey Leslie, Finance Director Judy Smith, Water/Wastewater Manager Mark Dudziak and Board Secretary Karen Johnson. Visitors included Tom Crow, BOC Chairman.

### **Approval of Minutes**

Vice Chairman Storey made a motion to approve the January 14, 2016 board meeting minutes.

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

Finance Director Smith reviewed the financials and informed the board the 2015 Audit is scheduled for February.

### *Election of Officers*

Chairman Ehrhardt stated it was time for the election of officers. Attorney Smart announced the four positions to be elected.

Vice Chairman Storey made a motion to nominate Dave Ehrhardt for the position of Chairman.

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

Member Bell made a motion to nominate Shade Storey for the position of Vice Chairman.

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

Chairman Ehrhardt made a motion to nominate Karen Johnson for the position of Secretary.

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

Chairman Ehrhardt made a motion to nominate Judy Smith for the position of Treasurer.

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

## **Old Business**

### *Jackson County Drought Management Plan*

Member Bell asked why streamflow was measured in the North Oconee. Manager Klerk said that their permit is tied directly to the Athens Clark County permit and they work together. He said it is a state issue.

Member Bell asked about the drought percentages. Manager Klerk said every county will need to abide by the same percentage. He stated Upper Oconee Basin will determine the percent.

Member Bell made a motion to accept the Jackson County Drought Management Plan as presented.

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

## **New Business**

### *Award of Valentine Park Lift Station/Force Main Construction*

Manager Klerk said the bid opening for this project was 2/10/2016. He stated Engineer Leslie has the bid tabulation and recommendation for award.

Engineer Leslie stated we went out for bid for a new lift station in Valentine Park. The purpose is to peel off flows and pump over to the City of Jefferson's system. We will trade flows with Jefferson to alleviate pumping across the county.

Engineer Leslie said we received five bids with Griffin Brothers being the low bidder. He stated their bid is \$645,580 with PVC pipe and \$662,580 with ductile iron pipe. Engineer Leslie stated Griffin Brothers is comfortable with their bid. He stated staff feels it would be a good idea to go with ductile iron pipe and include a ten percent (10%) contingency for a total budget of \$725,000.

Member Wilbanks asked for the schedule of completion. Engineer Leslie stated under 240 days. Manger Klerk said this project is in the 2016 Capital budget.

Member Wilbanks made a motion to authorize Manager Klerk to execute the notice of award for the Valentine Park Lift Station/Force main Construction as submitted with the ductile iron pipe force main and an additional ten percent (10%) contingency for a not to exceed amount of \$725,000.

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

*Execution of GDOT Design Build Memo of Understanding for Chandler's Bridge.*

Manager Klerk stated GDOT is doing a design/build bridge project on Chandler Bridge Road. He said if GDOT can choose the contractor and engineer for this project, they would not charge us anything.

Engineer Leslie explained how this project would work, stating we will have the opportunity to review a set of construction plans and inspect the project.

Vice Chairman Storey asked Attorney Smart to do a final review. Attorney Smart said he is comfortable with the preliminary review of the agreement but will review it further.

Vice Chairman Storey made a motion to approve the Design Build Memorandum of Understanding between the Georgia Department of Transportation and Jackson County Water & Sewerage Authority for the Chandler Bridge Road project.

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

*Ladies Bathroom Proposal Approval*

Manager Klerk said this renovation is slightly above his spending limit. He explained the urgency of the project and that the work has already begun and he is asking board approval for moving forward with the project.

Member Wilbanks made a motion to approve the proposal from "The Plumber" for JCWSA bathroom renovations for \$20,460.

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

*Re-appropriate Georgia Power Tank Money in 2016 Capital Budget to Doster Creek Lift Station Building and WWTP Aerator Purchase*

Manager Klerk stated the 2016 Capital Budget contains \$350,000 for work at the Georgia Power Tank and Pump Station.

Manager Klerk stated that we are going ahead with the VFD's at Bear Creek and the cost will be \$280,000. He said we have \$120,000 from the 2015 Capital Budget that was budgeted for the VFD project that has not been used and will go towards the VFD project and asks that \$160,000 be re-appropriated from the 2016 Georgia Tank project to the VFD's to make up the \$280,000 total cost of the VFD project.

Manager Klerk said an issue at the Doster Creek Pump Station has been identified. He said the building is fiberglass and is settling so it is leaving gaps and water runs in on the electrical control panels.

Engineer Leslie stated staff has looked closely at the building and decided an upgrade of the entire building would be an appropriate option.

Manager Klerk stated he would like to move the remaining \$190,000 Georgia Power money (from the 2016 Capital Budget) into a new project – Doster Creek Pump Station.

Manager Klerk stated that the additional aerator necessary for the aerator basin at the waste water plant will come from capital reserves and will be approximately \$35,000 with electrical work.

Chairman Ehrhardt recommended making sure the capacity of Doster Creek Pump Station was going to be adequate looking ahead.

Member Wilbanks made a motion to amend the 2016 Capital Budget by moving \$190,000 from the Georgia Power Tank project to the Doster Creek Pump Station project and \$160,000 from the Georgia Power Tank project to the Bear Creek VFD project.

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

Vice Chairman Storey made a motion to approve the purchase of an aerator for the waste water treatment plant not to exceed \$35,000 as a new item to the 2016 Capital Budget.

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

*Parks Creek: Intergovernmental Agreement and Cost Methodology*

Manager Klerk said there are two agreements. One is the intergovernmental agreement (IGA) with Jefferson and the other is the cost methodology agreement with Jefferson. He explained Jackson County Government would have to sign off on the First Amended Intergovernmental agreement (IGA). He said, discussions with Jackson County have indicated that the county is okay with the Authority taking control over Parks Creek.

Manager Klerk stated we have been working with Jefferson for a long time on these agreements along with Mark Crisp, our attorney and the City of Jefferson's attorney.

Member Bell made a motion to approve the First Amended Intergovernmental Agreement(IGA) between Jackson County Water and Sewerage Authority and the City of Jefferson for Parks Creek Reservoir

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

Member Bell asked if JCWSA staff would have any input into the finances of the operations of the agreement. Member Wilbanks pointed out it states the Authority would have to approve the annual budget.

This item has been tabled.

## **Executive Session**

Member Hicks made a motion to go into Executive Session at 7:38 p.m.

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

Member Hicks made a motion to come out of Executive Session at 8:00 p.m.

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

Member Wilbanks made a motion to renew Manager Eric Klerk's contract.

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

## **Manager's Report**

- State requirements for water audits require someone on staff to be certified to be a qualifying water loss auditor. Engineer Leslie took the test and is the Authority water loss auditor.

With there being no further business to discuss, the meeting was adjourned at 8:10 p.m.

Karen Johnson,  
Board Secretary