

**Jackson County Water and Sewerage Authority
Meeting Minutes
July 11, 2019**

Chairman Dylan Wilbanks called the July 11, 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 Christopher Nichols and Board Member Don Clerici.

Also present: Attorney Paul Smart and Authority Staff: Eric Klerk, Joey Leslie, Mark Dudziak, Judy Smith, Harold Garrison, Amy Bales, Nathan Hester, Jordan Evans, Michael Glenn, Ronna Berrong and Nicole Wessels.

Visitors included Cindy Edge, Mainstreet Newspapers, Mr. Tom Kane and Mr. William Creekmore, Manor Creek and Mrs. Donna Means.

Approval of Minutes

Member Clerici made a motion to approve the June 13, 2019 Board Meeting Minutes with amending the Medici Properties motion to reflect that Don Clerici was the second on that motion.

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

Finance Report

Finance Director Smith presented the financial operating reports.

Visitor

Mrs. Means addressed the Board regarding the possibility of the Water Authority offering budget billing.

Chairman Wilbanks responded by explaining our billing process and opened the item up for discussion.

Vice Chairman Bell asked how this would affect our process.

Finance Director Smith stated our software is not set up for that type of billing and the Authority would incur an expense to implement from our software provider that could be costly. She said most water utilities do not offer budget billing.

Old Business

Manor Lake Water/Wastewater Preliminary Application

Manager Klerk said this was tabled from the June meeting. He stated the Authority needed additional numbers from the applicant which we have received. Manager Klerk said the total ERUs is 39.3 but no partial ERUs are allowed per our policy. He is recommending approval of the application based on 40 ERUs.

Member Nichols made a motion to approve Manor Lake Water/Wastewater Preliminary Application with the Terms of Approval and Conditions.

Vice Chairman Bell seconded the motion. Member Clerici recused himself from the vote. The motion carried with no objection with the remaining board members present voting.

New Business

Extraordinary Leak Policy Proposal

Manager Klerk said a worse-case leak scenario has occurred involving a residential customer for the first time. The recent leak event has the customer's usage in the millions of gallons and has exceeded her average monthly usage of 2100 gallons per month by over 620 times. The bill is in the tens of thousands of dollars.

Manager Klerk said historically, leaks with residential customers have gone as high as \$5000.00. The leak insurance available to all customers as well as 2-year payment plans have been successfully applied and the amount due can be managed by the customer.

Manager Klerk stated the following proposed policy has been created for a worse-case scenario:

- In creating a draft policy to address this rare circumstance, any monetary adjustments incorporated into this proposal had to be done in such a way as to not create a billing rate burden on any other water customer on our system. The Authority knows the cost to provide water to a customer from Bear Creek and it is slightly below \$3.00 per thousand gallons; therefore, a Standardized Rate of \$3.00 per thousand is recommended at this time. Staff would like this incorporated into the existing rate schedule.
- As this is expected to be a rare occurrence, the applicable threshold proposed in the draft policy is set very high, at 100 times the customer's average monthly usage (see 2. a).
- If approved, this policy can only be applied one time only per account and per connection (see d). It would only apply to the primary water service line for the residence (see g.) It will also not apply to irrigation systems, filling of swimming pools, watering lawns/gardens, etc. 4. (g. 5,6,7)
- The application of this Policy will be at the discretion of the Authority Manager (see 4.e).

Member Nichols suggested to amend the verbiage in 3B1 to add “and remaining usage would be assessed at the standard rate adopted by the board”.

Member Nichols made a motion to approve the Extraordinary Leak Adjustment Policy with the amended verbiage.

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

Water Sales Agreement for Jefferson

Manager Klerk stated the City of Jefferson has approved and signed the water sales agreement. He stated the rates remain the same and the agreement is for three years. Manager Klerk recommends approval.

Vice Chairman Bell made a motion to approve the Authority Manager execute the Water Sales Agreement for The City of Jefferson.

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

Plant Dahlberg Second Water Supply Agreement and Property Conveyance

Manager Klerk explained the history with the Georgia Power Water Agreement. He said the 20-year agreement ended June of 2019. He said the new agreement addresses the sale of water adopting the original cap of 1.3 MDG and reduces the duration of the contract from twenty years to seven years.

Manager Klerk said the deed for the Jarrett Road parcel was not completely clear about ownership. This was due to some of the language attached to the recorded deed. Attorney Smart said the language in the contract separated the tank from the ground itself. He recommended a bill of sale stating the purchase price for the tank infrastructure and parcel rights for \$2,500. Attorney Smart said a quick claim deed will be filed as well.

Member Nichols made a motion that the JCWSA Board approve the Second Water Supply Agreement between Southern Power Company and the Authority as presented and authorize the Board Chairman and Secretary to execute the document. Member Nichols further moved that the Authority Manager is authorized to execute all documents associated with the conveyance of the “Tank Parcel” and the Tank Parcel Infrastructure, as described in the referenced agreement. The Authority Manager will be authorized to sign all conveyance documents on behalf of the Authority.

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

Manager Report

- MOWWTP Update: plant construction on schedule

With there being no further business to discuss, the meeting was adjourned at 6:55 PM.

Karen Johnson,
Board Secretary