

**Jackson County Water and Sewerage Authority
Board Meeting Minutes
November 13, 2025**

Chairman Ehrhardt convened the Jackson County Water and Sewerage Authority Board Meeting at 6:00p.m. on November 13, 2025.

Member Attendees: Chairman Dave Ehrhardt, Vice Chairman Tommy Benton, Kevin Poe, Jim Dove and Michael Cronic.

Also Present: Attorney Paul Smart; Authority Staff - Joey Leslie, Judy Smith, Mark Dudziak, Nathan Hester, Harold Garrison, Karen Long, Maggie Adams, Caleb Baughcum, Wesley Colley, Amy Bales and Lisa Grainger.

Approval of Previous Minutes

Vice Chairman Benton made a motion to approve the minutes of the October 9, 2025, board meeting.

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

Operating Reports

Finance Director Smith presented operating reports for September 2025, highlighting:

- Purchased 157.5 million gallons; Sold 115.6 million gallons.
- 27.9 million gallons used for flushing.
- A 23.5% decrease in billed water usage. A 16.2% decrease in billed sewer usage, compared to a year ago.
- Water billing totals decreased by 10.1% and sewer decreased by 5%.
- Gain of 26 water and 13 sewer customers.
- Work orders completed - 549
- Backflow tests completed – 43
- Aging meter change outs – 28
- New installations – 93

Old Business

Manager Leslie provided an update on questions raised at the October meeting (agenda item tabled) and formally recommend adoption of the FY2026 Operating and Capital Budgets. He stated he met with Chair Ehrhardt last week and provided a written summary of additional budget questions and answers, for which he required input from Judy Smith, Finance Director.

Member Poe made a motion to approve the 2026 JCWSA Operating and Capital budgets.

Vice Chairman Benton seconded the motion. The motion was carried with no objection, and all board members present voted.

New Business

Modifications to Personnel Policy Manual

Manager Leslie presented the specific edits to the Personnel Policy Manual requested by Member Poe regarding the Merit Increase Program and related “Salary Adjustments” provisions and recommend formal Board adoption.

Summary of Member Poe’s Requested Changes

- Establish clearer checks and balances between the Board and General Manager on pay administration.
- Amend Section 7.205.A (Salary Adjustments) to reference the Authority-approved Merit Program.
- Narrow overly broad language in Section 7.205.B.
- Add Board approval language to Section 7.205.D (Pay Guidelines Updates).

Member Poe made a motion to approve the modifications to the Personnel Policy Manual as presented.

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

Consideration of Spending Limit Increase for Authority Manager

Manager Leslie said he is requesting approval to increase the Authority Manager’s purchasing limit from \$30,000 to \$50,000 and adopt corresponding updates to the Purchasing/Procurement Policy.

Manager Leslie said it has been suggested that the limit be increased to better align authority with operational needs, while preserving strong fiscal controls.

Member Poe made a motion to approve the spending limit increase for the Authority Manager and approve the revisions to the Purchasing/Procurement Policy as presented.

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

Terms and Conditions of Approval Revisions of West Jackson Schools

Manager Leslie said at the Boards request, revisions to the Terms and Conditions of Approval for the JCSS multi-school campus have been proposed. He said the revisions incorporate updated flow information provided by JCSS that significantly reduces projected wastewater usage and overall fees, while preserving JCWSA’s existing policies, standards, and rate frameworks.

Member Poe made a motion to approve the revisions to the Terms and Conditions of Approval for West Jackson Schools.

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

Amendment to Fifty Year IGA with Jackson County Government

Manager Leslie presented the preliminary draft First Amendment to the 2000 Intergovernmental Agreement with Jackson County Government for a new 50-year term, summarizing the major provisions. He suggested the Board take the draft home, study it, and identify any desired revisions for staff and counsel to evaluate prior to bringing a final version back for approval.

Manager Leslie said this amendment affirms the 2000 Agreement, modernizes where needed, and establishes a 50-year term from execution. He also said this confirms JCWSA as the exclusive agent of the County for receipt, treatment, and distribution of UOBWA water capacity and aligns with UOBWA's expansion and new revenue bonds.

Manager Leslie presented the mutual waivers and reciprocal partnerships for JCWSA and the County.

Vice Chairman Benton made a motion to move forward with the amendment to the Fifty Year IGA with Jackson County Government with the stipulation that any changes made by either party come back before the Board for approval

Member Dove seconded the motion. The motion carried with no objection, and all board members present voted except for Member Poe who abstained from the vote.

Department Reports

Wastewater

- MOWWTP Total gallons treated: 33.9 million Monthly Average : 1.13 mgd
Monthly Peak: 1.2 mgd
- Sewer Connections Inspected in October: 29
- Completed 290 work orders last month.

Monthly Highlights:

- Collections Department: The Collections and plant team worked together to repair a broken force main in Traditions last month. Big Thank you to Tim Ward for coming in and operating the excavator for us. Semiannual clean out of the Middle Oconee lift station was completed. We removed 35.17 tons this fall and for the year the total removed was 49.67 tons.
- MOWWTP: Sludge press repairs were completed and both presses are currently operating at 100%. Annual PM on plant pumps and motors was also done last month with no significant issues found.
- The plant lab and plant operators have moved into the wastewater admin building at 38 Adella drive. Thank you to the JCWSA board and Manager Joey Leslie in supporting this move.

Water

- 845 total tasks
- 812 valves exercised
- Replaced three valve boxes
- Installed sixteen test stations
- Repaired six hydrants
- Installed three meter stubs
- Cleaned and inspected all pump stations
- Winterized pump stations and pressure level sensing lines at all tanks
- Once service line repair
- Processed 1125 locate requests: marked 360 water and 132 wastewater

IT

- All Windows 10 units have been switched out.
- Power shut down for generator went well. Stressed tested all our batteries.

Engineering Report

- Road relocation projects are a drag on staff.
- The relationship with the county is the best it has ever been.
- Significant progress on easements.

Manager Report

- Waiting to bid the Walton property project once we have the last easement.
- Doster lift station is close, we are doing all the design in-house.
- Gearing up for our capital projects.

Executive Session

Member Dove made a motion to go into Executive Session at 7:00 pm.

Vice Chairman Benton seconded the motion. The motion carried with no objection, and all board members present voted.

Vice Chairman Benton made a motion come out of Executive Session at 7:17 pm.

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

No action was taken.

The meeting was adjourned at 7:18 pm.

Karen Long
Board Secretary