

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

Chairman Chris Nichols convened the Jackson County Water and Sewerage Authority Board Meeting at 6:03 p.m. on February 13, 2025.

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

Also Present: Attorney Paul Smart; Authority Staff - Joey Leslie, Mark Dudziak, Judy Smith, Harold Garrison, Nathan Hester, Karen Long, Jordan Waters, Maggie Adams, Ronna Berrong, Caleb Baughcum, and Matt Wyatt. Guests: Pam Burnett, GAWP and Ricardo Cornejo, Davenport & Company, LLC.

Approval of Previous Minutes

Member Dove made a motion to approve the minutes of the January 9, 2025, board meeting.

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

Operating Reports

Finance Director Judy Smith presented operating reports for December 2024, highlighting:

- 104.4 million gallons purchased, 91.6 million gallons sold.
- 9.2 million gallons used for flushing.
- 5.5 % increase in billed water usage, 14% increase in billed sewer usage, compared to a year ago.
- Gain of 17 water and 19 sewer customers.
- 2024 total water connections purchased 549, sewer 351
- Work orders completed - 504
- Backflow tests completed – 62
- Aging meter change out – 14
- New installations – 30
- Assistant Finance Director Maggie Adams received her CPA license

New Business

GAWP Award Presentation

Manager Leslie said GAWP Executive Director Pam Burnett is presenting the 2024 Georgia Association of Water Professionals Master Plan Spotlight Award.

Manager Leslie said the GAWP Spotlight award demonstrates our commitment to water resource planning and management excellence.

Banking RFP

Manager Leslie said our team has undertaken a thorough evaluation process to ensure that JCWSA selects a banking partner that best meets our operational needs, enhances financial security, and optimizes our treasury management services.

Manager Leslie said Ricardo Cornejo, First Vice President at Davenport & Company LLC., has played a critical role as our financial advisor throughout this process, guiding the evaluation committee in analyzing banking service proposals and identifying the institution that will best serve JCWSA's current and future needs.

Mr. Cornejo presented an overview of the RFP process and reviewed the key evaluation criteria and the committee's final recommendation.

Manager Leslie stated the recommendation for our new banking partner is Wells Fargo.

Member Poe made a motion to select Wells Fargo as the Authority's new banking partner and authorized staff to transfer funds from our current banking partner to Wells Fargo.

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

Pre-K Through 12 Schools Preliminary Water and Wastewater Application

Manager Leslie stated that a preliminary application for water and wastewater service extension has been submitted by the Jackson County School System. The facility is classified as a school/commercial development.

Manager Leslie said they are planning an educational campus near Highway 332 and WeHunt Road, featuring three schools: a two-story elementary school, a two-story middle school, and a three-story high school. This project will require substantial water supply and sewer capacity.

Manager Leslie said the current flow estimates may underestimate the actual water and sewer demands, necessitating further investigation and discussions with the Jackson County School System. These estimates are the foundation for sewer capacity (ERU) allocation and meter sizing, where even minor adjustments can significantly impact associated fees. Ensuring the accuracy of these estimates is crucial to prevent undercharging or overcharging the customer and to avoid exceeding the system's anticipated capacity. Manager Leslie said staff prefers working with the school to determine actual flow rates and reach an agreement before making a formal recommendation for approval. He said we are recommending taking no Board action at this time and table this item.

No action was taken.

Blakely II Preliminary Water and Wastewater Application

Manager Leslie said the applicant had not provided the requested information on this project. No action was taken.

Georgia Fund I Investment Fund Resolution

Manager Leslie said the Georgia Fund 1 (GF1) is a local government investment pool managed by the office of the State Treasurer of Georgia. He said it is designed to provide local governments with a safe, liquid, and competitive investment option and operates similarly to a money market fund, offering stable returns while maintaining liquidity and capital preservation.

Manager Leslie said in order to establish an account with Georgia Fund 1, the Authority must adhere to specific procedural requirements as outlined by the Office of the State Treasurer. He said a critical component of this process is the adoption of a formal resolution by JCWSA's governing board.

Member Poe made a motion to approve the resolution for the Georgia Fund 1.

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

Parks Creek Reservoir Update

Manager Leslie said the Parks Creek Reservoir is a joint partnership with the City of Jefferson and is progressing. He gave an update on the following key components.

Dam Design, Intake and Raw Water Line, Funding, Bidding, Daniel Wilson Property, and certain frustrations and concerns.

Executive Session

Vice Chairman Benton made a motion to go into Executive Session at 7:15 pm.

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

Member Ehrhardt made a motion to come out of the Executive Session at 8:35 pm.

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

Vice Chairman Benton made a motion to increase the Authority Managers' salary by 4.5% retroactive to January 2025 and extend his contract by one year.

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

Department Reports

Wastewater

- MOWWTP total gallons treated, 24.117 million, monthly average, .778 mgd, monthly peak, .955
- Sewer Connections Inspected in January - 19
- Completed 264 work orders in January
- Started the 2025 CMOM and sewer ratt program.
- The plant operators have seen an increase in sludge production due to our larger more sustained flows and we are working on ways to overcome this issue.
- Welcomed new Collection System Operator Tyler Faircloth.

Water

- 62 total tasks
- 36 hydrants greased and/or repaired
- Reinstalled pump at Highway 60
- Installed six new meter stubs
- Cleaned and visually inspected all pump stations
- Removed two water services
- Repaired a six-inch main leak and 34-inch service line
- Total replacement of one hydrant
- Replaced Scada antenna at main office
- Filled in and replanted grass in 2 leak locations
- Hydrovac water main and cables at tie on 124 and 60 round a bout
- Cleaned shop and ran and refueled all equipment
- Processed 1025 locates marked 536 369 water 117 sewer
- 44 active large projects

IT

- Working on a new website.

Engineering Report

In recent years, there has been a noticeable increase in multifamily and townhome developments, which present significant challenges for water and sewer infrastructure.

One of the main issues is the lack of grassy areas available for placing meters and sewer stubs, as most of the space is occupied by driveways. Installing these utilities in driveways creates problems for everyone involved, especially homeowners.

A prime example of these challenges is West Jackson Commons, aka Poplar Row. We made considerable efforts to ensure the engineer accurately depicted the driveway placements on the plans to avoid conflicts. The plans initially showed single driveways, but we later discovered that the engineer had always known they would be double driveways. As a result, 46 meter boxes, and even more sewer stubs, are now in conflict.

Jamie Dove at the County has been tremendously helpful with these types of issues, and we have full confidence in the County's ability and willingness to assist in resolving them in unincorporated areas. However, the problem remains within city limits.

One potential solution is master metering.

We have approved master meters for residential properties three times, each with the condition that the property could never be sold to multiple owners or transferred to an HOA.

There are three big problems:

1. Health and safety – these are effectively water systems outside of our control.
2. Economic viability – What happens when the systems are neglected and start to fail. There is past precedent of EPD mandating the utility take over the system at a significant burden. This is almost a certainty with HOAs.
3. We lose our leverage to collect on the bill.
4. When these systems fail, there is potential for damage to our reputation.

Possible solutions:

Shore up our standards to make them provide enough room for utilities or individually meter each unit.

Managers' Report

Review Packet provided including the following:

- Proposed GEFA Resolution
- Revised Distressed Fee Policy.
- Proposal from Freese and Nichols to do modeling on Galilee Pump Station
- Hoschton Sales Agreement

Items discussed:

- Hiccup in creating a new water authority. Madison County does not want us to be a part of it.
- Good meeting with Cherokee County. More details to come.
- JCWSA received for the seventeenth year in a row, Excellence in Financial Reporting Award. He said there are only 15 enterprise funds that received this award.

Chairmans' Report

Chairman Nichols reported there is a lot of legislation going on with drones and drone usage. He said he knows the Authority has drones. Chairman Nichols referenced SB 64 which restricts drones purchased or manufactured from China and Russia and restricts governments including Authorities from using those drones.

Chairman Nichols congratulated the Authority for receiving the Excellence in Financial Reporting Award.

The meeting was adjourned at 9:17 pm.

Karen Long
Board Secretary