

# Jackson County Water and Sewerage Authority

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## Meeting Minutes September 10, 2015

Chairman Ehrhardt called the September 10, 2015 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, and Board Member Dylan Wilbanks.

Also present: Attorney Paul Smart, Manager Eric Klerk, Authority Engineer Joey Leslie, Water/Wastewater Manager Mark Dudziak, CIO/GIS Analyst Mike Johnson and Board Secretary Karen Johnson. Visitors included Alex Pace, Main Street Newspapers.

### Approval of Minutes

Vice Chairman Storey made a motion to approve the August 13, 2015 board meeting minutes with the addition of the following language added to the motion that was made for Agenda Item #3: "Mr. Sven Olsson will make up the difference of \$8,083".

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

Chairman Ehrhardt reviewed the financials.

### New Business

#### *Request for Authorization to Complete Necessary SCADA Upgrades*

Manager Klerk stated the last big SCADA upgrade was in 2006. He said we need this software upgrade to maintain and continue functionality. He explained the SCADA system controls our whole water system. He said the upgrade will include two new computers (one at MLK and one at the WW facility) with the latest operating system and software. Manager Klerk said the project cost is \$47,400. The cost proposal is \$41,216 plus a 15% contingency.

Manager Klerk explained we are experiencing SCADA downtimes. He said this greatly lowers our ability to efficiently operate the Water System and Sewer Treatment Plant. He said inefficiencies result in extra overtime hours and unnecessary added workload to our limited staff.

Manager Klerk said our SCADA system dovetails and works with our radio system that was also upgraded in 2006.

Chairman Ehrhardt asked about our service with Turbitrol. Manager Klerk said they are busy but they are experts. He said now is the time to do this because Turbitrol is in a slow period. Manager Klerk said this upgrade should last five to ten years.

Vice Chairman Storey made a motion to approve the SCADA upgrade with Turbitrol for the project cost of \$47,400.

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

***Request for Authorization to Proceed with Engineering for the New Bear Creek Reservoir VFD Project***

Engineer Leslie gave some background on this project. He stated that JCWSA currently has three pumps at Bear Creek Reservoir, known as High Service Pumps 6, 7, and 8 and each pump delivers 4.6 MGD, sized equally. He said these pumps deliver water to our entire system.

Engineer Leslie stated Pump 8 is not currently used, and has rarely been used. He said this pump is a direct drive and delivers too high a pressure so we can't use it. Engineer Leslie said we can put a variable speed motor on it to slow it down. He said JCWSA relies entirely on the High Service Pumps 6 and 7, which are variable speed and deliver at least 95% of our total water supply. Engineer Leslie said currently a single pump provides enough capacity to serve the JCWSA system. If either Pump 6 or Pump 7 go out of service, we have a backup. However, if both pumps fail JCWSA would be unable to deliver water to our customers. Engineer Leslie said adding a VFD to Pump 8 will allow JCWSA to use a third pump, providing another layer of redundancy, and allow us to properly use an already paid for asset.

Engineer Leslie said the JCWSA board previously authorized a preliminary design by Jacobs Engineering to determine anticipated costs for both design and construction. Jacobs has completed the preliminary design and technical memorandum and is now ready to proceed with designing the Pump 8 VFD.

Engineer Leslie said staff is recommending Jacobs proceed with the final design for an amount not to exceed \$17,704 and to proceed with bidding services for an amount not to exceed \$5,342.

Engineer Leslie went over the Technical Memorandum from Jacobs Engineering. He said staff is recommending running the motor on pump #8 to failure because it will probably run for many years with Jacobs Engineering recommending to convert to VFD,

A discussion ensued as to whether the design should be for a new motor or modifying the existing motor.

Engineer Leslie said we are in the driver's seat and can design it the way we want. He said his recommendation is to run the motor to failure, then when the motor fails we can purchase a new one.

Manager Klerk said it's up to the Upper Oconee operating staff how often to run the motor. He said ultimately they own everything so they have the control; however, Klerk added that through UOBWA's cost methodology the pump is 100% allocated for Jackson County use and therefore we are responsible for 100% of the cost.

Member Wilbanks made a motion to approve the expenditures for design and bidding for the Bear Creek VFD Project, as presented for a sum of not to exceed \$17,704 for final design and a sum of not to exceed \$5,342 for bidding services.

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

### ***Update Valentine Park Lift Station and Forcemain Project***

Manager Klerk gave an update on this project. He said our intent is to take a lot of the flow coming from the Valentine Industrial Park and Dry Pond area and peeling it off to send it into the Jefferson plant. He said we already have any agreement with the City of Jefferson that is still in effect that allows up to 100,000 gallons per day of their flow to enter our plant and up to 100,000 gallons per day of our flow to enter their plant. He said it's basically a wastewater flow swap.

Manager Klerk said we are looking to partner with the City of Jefferson on their plant expansion because it would be cheaper to do it this way instead of looking for another plant site and obtaining waste-load allocations, permits and associated costs. Manager Klerk said the idea is a more cost effective way to deal with our wastewater issues in the future.

Manager Klerk said we are getting the land from the City of Jefferson. Engineer Leslie said they will deed the property to the Authority.

Manager Klerk said staff decided to go with a six-inch in forcemain on this project and use ductile iron.

Manager Klerk said this will be a capitol project for 2016 Budget.

### ***Update on Development at UOBWA Regarding the Proposed Drought Management Plan***

Manager Klerk stated this update is for informational purposes only. He stated this proposed drought management plan has been in the works for about three years.

Manager Klerk said drought reductions will be based upon previous year's demands plus average demands for any new customers over the previous year plus any new growth during that last year. He said this plan is an improvement over the previous plan and will more accurately predict stream flows/reservoir level, allowing member counties to have a more appropriate response during times of drought.

Engineer Leslie explained how the predictions were calculated. He said this plan is more customized to the members. Engineer Leslie said Bear Creek is working with the EPD on this plan and will be getting their approval.

### ***Proposed Revision of Billing Dispute Form and Water Services Agreement***

Item#1 – Manager Klerk said this revision applies to water meters two-inches and larger. He stated it costs \$500-\$600 to have the larger meters tested and we do not have any language in our current Water Services Agreement to cover that cost.

Manger Klerk said staff proposes to add to the Water Services Agreement and Billing Dispute form language that would reflect the new fee.

Attorney Smart stated he made some changes to the contract changing the word “fees” to “actual costs” and “customer” to “subscriber” in Item #1 and “property” to “premises” in Item #2. Item #2 – Manager Klerk said staff proposed a change to the JCWSA Water Service Agreement to revise the language to clarify the policy of automatically converting rental properties back to the owner’s name in the event the renter moves away until such time a person other than the owner takes responsibility for the account in a rental situation.

A discussion ensued as to the fairness of putting the account back into the owner’s name.

Manager Klerk made a suggestion to table Item #2. Chairman Ehrhardt tabled Item #2.

Member Wilbanks made a motion to approve revising the JCWSA Water Service Agreement and Billing Dispute Form to include language to require the customer to pay the actual costs associated with conducting a test on two-inch and large meters and to change “fees” to “actual costs” and “customer” to “subscriber”,

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

### ***Proposed Addition of a Twelve-Inch Fire Line Base Fee to the JCWSA Rate Schedule***

Manager Klerk explained that a twelve-inch fire line base fee should be set for customers who purchase this size connection. He said the connection fee is in the schedule but not the base fee.

Vice Chairman Storey made a motion to approve the addition of the twelve-inch fire line base fee to the JCWSA rate schedule.

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

## **Managers Report**

Manager Klerk stated the Talmo Pump Station is finished. He said we are in the process of getting a SCADA system connected so we can operate the facility remotely. Manager Klerk said this station now fill the Talmo elevated tank quickly. It will also help preserve water for the Highway 60 Tank because the Highway 60 zone’s water was being used to fill the Talmo Tank through a PRV prior to this pump station. He said this project came in under budget until we started the SCADA work and probably still will be when the SCADA portion is finished.

Manager Klerk said we sold a lot of water this summer and our revenues are looking healthy.

With there being no further business to discuss, the meeting was adjourned at 7:20 p.m.

Karen Johnson,  
Board Secretary