

Scan Date: 7-12-19

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**Jackson County Water and Sewerage Authority
Meeting Minutes
June 13, 2019**

Chairman Dylan Wilbanks called the June 13, 2019 Jackson County Water and Sewerage Authority Board Meeting to order at 6:02 p.m.

Members present included Chairman Dylan Wilbanks, Board Member Christopher Nichols, Board Member Jim Smith 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, Hope Weeks, Jordan Evans, Michael Glenn and Ronna Berrong (acting secretary).

Visitors included Cindy Edge, Mainstreet Newspapers, Mr. Clint Dixon, Canterbury, Mr. Tom Kane and Mr. William Creekmore, Manor Creek, Amanda Wilkerson, Bates Carter,

Approval of Minutes

Member Clerici made a motion to approve the May 9, 2019 Board Meeting Minutes.

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.

Old Business

Medici Properties Tractor Trailer Storage Water/Wastewater Preliminary Application

Manager Klerk said this agenda item was tabled from the May meeting. He said a new application was submitted to Engineer Leslie. He said the maintenance building will not be built at this time. Manager Klerk said there will be one bathroom in the guard shack.

Manager Klerk referred to condition's "K" and "L". A dry line sewer may be installed, a sampling manhole shall be provided with a physical disconnect between the dry line and sewer, and a limit of one toilet and one sink in the guard shack. It does not approve any future capacity.

Manager Klerk recommends approval of this preliminary application.

Member Nichols made a motion to approve Medici Properties Tractor Trailer Storage Water/Wastewater Preliminary Application with the Terms of Approval and Conditions.

New Business

Manor Lake Water/Wastewater Preliminary Application

Manager Klerk stated this water/wastewater preliminary application was submitted after the agenda was sent.

Manager Klerk stated staff modified the applications ERUs and probable flows for this facility. He said there are no partial ERs per policy so the total ERUs is 41. He discussed where the data came from to assist with calculating these ERUs.

Engineer Leslie said we researched this type of facility very thoroughly. He explained how staff arrived at the 12,300 GPD.

Mr. Creekmore, the developer addressed the board giving his opinion of staff calculations, stating he felt the Authority's calculation of 41 ERUs was too high. He suggested he could provide additional data to staff to show the ERUs are less.

Chairman Wilbanks said we could table this for a month.

Member Nichols made a motion table this agenda item.

Member Smith seconded the motion. Member Clerici recused himself from the vote.

Presentation of the 2018 CAFR

Amanda Wilkerson of Bates Carter presented the 2018 audited financials to the board. She stated Bates, Carter has issued an unmodified opinion which is the highest audit level, along with no findings in internal controls. She said the Authority has received the Certificate of Excellence in Achievement in Financial Reporting for twelve years in a row.

Water Sales Agreement for Braselton

Manager Klerk stated the City of Braselton 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.

Member Nichols made a motion to approve the water sales agreement for Braselton

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

Water Sales Agreement for Nicholson

Manager Klerk stated the City of Nicholson 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.

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

Canterbury Preserve Water/Wastewater Preliminary Application

Manager Klerk said this agenda item was tabled from the May meeting due to an internal error with the application. They are applying for water only (219 lots), no sewer. The City of Hoschton will be the sewer provider.

Manager Klerk recommend approval based on the terms and conditions. Engineer Leslie asked Attorney Smart if we need board approval for water service only, allowing Hoschton to be the sewer provider.

Engineer Leslie pointed out our Standards and Specifications state the board must approve an exception if we serve water only.

Attorney Smart recommends adding the condition that the Water Authority serve water service only in the motion.

Member Nichols made a motion to approve Canterbury Preserve Preliminary Water Application with the Terms of Approval and Conditions including the condition of providing water service only.

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

Proposed Capacity Fees for Multi-Unit Developments

Manager Klerk said the board requested some refinement on the proposed changes to the Standard Specifications for Multi-Unit Developments. The additional clarifications are in red, included in the board packets.

Engineer Leslie stated Attorney Smart assisted with the definitions so we would match closely with what the County uses for developments. He discussed the clarifications with the board including JCWSA's definition of multi-family residential, commercial/industrial structure, multi-unit commercial and living area. He also included a mixed-use diagram example.

Member Clerici made a motion to approve the amendment to the Standard Specifications on Multi-Unit Developments with the following modification, "Anytime you have a multi-unit commercial with multiple owners, each unit may have a minimum of 0.5 ERU's."

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

Member Clerici made a motion to approve the water sales agreement for Nicholson.

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

Manager Report

- Waiting on the execution of the wholesale water agreement for Jefferson
- Wholesale water agreement for Commerce, changes to contract
- Georgia Power, getting close to an agreement
- MOWWTP – construction is still on schedule. Issue with ground water poring through the walls. There will be a change to pave areas that have been gravel. Permit published, public hearing on June 26th.

With there being no further business to discuss, the meeting was adjourned at 7:15 PM.

Karen Johnson,
Board Secretary