

**UPPER OCONEE BASIN WATER AUTHORITY
AND
RESOURCE MANAGEMENT COMMISSION
NEGRC HEADQUARTERS
E.H. CULPEPPER CONFERENCE ROOM
JULY 27, 2016**

MINUTES

UOBWA Members Present

Nancy Denson, Vice Chair
Elton Collins
Eric Klerk
Glenn Coleman
Wayne Haynie
Amrey Harden
Pat Graham
Joe Goodman

Alternates Present

Joey Leslie
Mike Renshaw
Harry Sims

RMC Members Present

Elton Collins, Chairman
Nancy Denson
Eric Klerk
Pat Graham
Harry Sims
Cecil Hammond

Others Present

Jim Dove, NEGRC Executive Director
Mott Beck, NEGRC Executive Assistant
Evans Brinson, NEGRC Comptroller
Chip Ferguson, Atkinson Ferguson
Bob Snipes, Owner's Representative
Brad Lanning, Jacobs
Mark Beardsley, **Mainstreet News**
Brian Crawford, UGA
Kyle McKay, U.S. Army Corps of Engineers

**CALL TO ORDER OF RESOURCE MANAGEMENT COMMISSION (RMC) AND
READING AND APPROVAL OF JULY 2015 MEETING MINUTES**

RMC Chairman Elton Collins called the meeting of the Resource Management Commission (RMC) to order at 9:30 a.m. Legal Counsel Chip Ferguson read the minutes from the July 2015 meeting. **A motion to approve the minutes was made by**

Commissioner Harry Sims and seconded by Mr. Wayne Haynie. The motion passed unanimously.

INTRODUCTION OF RMC MEMBERS

At this time, Chairman Collins introduced members of the RMC and gave a brief overview of the responsibilities of that organization. He expressed appreciation to Dr. Cecil Hammond for his dedication and loyalty to the RMC over the years. Dr. Hammond will be retiring from the organization at the end of the year.

ELECTION OF RMC OFFICERS AND RMC REPRESENTATIVE TO THE UOBWA

NEGRC Executive Director Jim Dove presided during the election of RMC officers and the RMC Representative to the Authority. He opened the floor for nominations, and the current slate of officers was nominated: Elton Collins, Chairman; Harry Sims, Vice Chairman; and Mott Beck, Secretary. Mr. Collins was nominated to remain as the RMC Representative to the Authority. **A motion to accept these nominations was made by Dr. Hammond and seconded by Commissioner Pat Graham. The motion passed unanimously.**

ADJOURNMENT OF RMC MEETING

There being no further business, the RMC meeting was adjourned at 9:45 a.m.

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### **CALL TO ORDER OF UPPER OCONEE BASIN WATER AUTHORITY (UOBWA) AND ACTION ON PREVIOUS MEETING MINUTES**

Vice Chair Nancy Denson called the meeting of the UOBWA to order at 9:45 a.m. She asked for a motion to approve the May meeting minutes. **Such a motion was made by Mr. Collins and seconded by Commissioner Joe Goodman. The motion passed unanimously.**

### **FINANCIAL REPORT**

At this time, NEGRC Comptroller Evans Brinson gave the financial report for the period ending June 30, 2016. Liabilities and net position totaled \$51,578,792. **A motion to accept the financial report as presented was made by Mr. Collins and seconded by Mr. Amrey Harden. The motion passed unanimously.**

### **FINANCE COMMITTEE REPORT AND ACTION ON SELECTION OF AUDITOR**

Mr. Collins advised that the Finance Committee met on June 21<sup>st</sup> to open and review bids from the five firms that responded to the RFP for audit services. They included Bates & Carter (\$11,997); Clifton, Lipford, Hardison & Parker (\$12,060); Mauldin & Jenkins (\$12,500); McNair, McLemore & Middlebrooks (\$16,000); and James Whitaker (\$12,950). Comptroller

Brinson provided a comparison and evaluation of each firm. As proposals were reviewed, members considered mandatory criteria including proper license, do they meet standards of Government Auditing Standards, have they done substandard work, do they meet specific qualification requirements imposed by state and local law or rules and regulations, and cost. All of the criteria were carefully reviewed and a thorough comparison of each proposal ensued. Given this, it was the recommendation of the Committee to offer a one-year contract for audit services to Mauldin & Jenkins for an all-inclusive cost of \$12,500 with the option to renew each year for an additional two years at the cost contained in their proposal. **A motion to accept the aforementioned recommendation of the Committee was made by Mr. Collins and seconded by Mr. Harden. The motion passed unanimously.**

## **OWNER'S REPRESENTATIVE REPORT**

At this time, Owner's Representative Bob Snipes gave his report and covered the following items:

### **1. ENGINEERING PROJECTS:**

- **Drought Management Plan/Water Supply Model:**

The Water Supply Model has been updated (7/11/16) for the July/August/Sept timeframe. This most recent update has not indicated a need for designation of a Drought Severity Stage or Drought Response Level. Conditions as of that date suggest that the drought protection period (thru 11/30/16) can be provided without reductions in water use.

- **High Service Pump #8:**

Contract documents have now been executed and will be provided to the contractor, along with a Notice-To-Proceed, once the Authority's Attorney resolves a few issues related to the project insurance requirements. We anticipate these issues to be addressed within the next few days.

- **Upgrade to Barrow County Water Flow Meter:**

Contractor has submitted the proposed equipment information to Jacobs and that equipment list has been approved. Contractor is still planning to have system in place no later than Sept 1, 2016.

- **Modifications to Lagoon Discharge System:**

Jacobs is currently developing proposed scope and related cost. It is currently anticipated that the design cost will be no more than approximately \$15,000, and it is proposed that these funds come from the "Professional Services-Engineering" line item within the approved 2016 budget, and Comptroller Brinson advises that there is currently approximately \$58,000 available in that budget line item. It is recommended that the Chairman be authorized to approve the Scope of Services for this work at a cost not to exceed \$15,000 based upon a review and recommendation of the Scope of Services

by the Engineering Committee. **A motion to accept this recommendation was made by Mr. Collins, seconded by Mr. Wayne Haynie, and passed unanimously.**

## **2. PLANT OPERATIONS:**

- **Weekly Reservoir Report**

The weekly Reservoir Report has been updated to present information that is related to the current Drought Management Plan, etc. It now contains information similar to that presented in the Water Supply Model Executive Summary mentioned earlier and provided to the members.

## **3. MANAGEMENT:**

- **Annual Renewal of Utility Services Contract with Jacobs**

Correspondence was sent to Jacobs on June 1, 2016 advising that the contract was being renewed for the Sept 26, 2016-Sept 25, 2017 time period. This will be the final year of the current seven year contract period with Jacobs. Efforts should be initiated during the early part of 2017 to solicit proposals for this service.

- **Surplus Property Listing**

Authority approved the list of surplus assets at the March 23, 2016 meeting. No member counties or governments within those counties expressed interest in the subject items. Staff is now working to solicit bids on the internet. Those items that are not sold on the internet will be identified on a list that will be submitted to the Authority requesting that the items be declared surplus and disposed of as scrap material or landfilled.

## **OPERATIONS AND MANAGEMENT**

Operations are normal and in compliance with EPD rules and regulations. The reservoir remains at full pool, and the treatment plant pumped an average of 11.4 MGD of treated water, compared to 10.4 at the same time last year. Staff began cleaning of the Chlorine Scrubber, and it should be completed by the end of July. Staff has been repairing minor damages as the result of a recent storm. There are no construction projects ongoing at Bear Creek at this time.

## **PUBLIC COMMENT / EXECUTIVE SESSION**

There were no requests for comment, and Legal Counsel advised that an Executive Session was not needed at this time.

**OTHER BUSINESS**

The next meeting will be held on September 28<sup>th</sup>.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:10 a.m.

Respectfully Submitted

Martha "Mott" Beck  
UOBWA Secretary