



Northeast Georgia Regional Commission
E.H. Culpepper Conference Room
September 25, 2019 – 9:00 a.m.

Agenda

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|-------|--|----------------------------------|
| I. | Call to Order and Approval
Of July 25, 2019 Meeting Minutes | Pat Graham
Chairperson |
| II. | Financial Report | Alicia Page |
| III. | Operations and Management | Brad Lanning |
| IV. | Audit and Finance Committee Report <ul style="list-style-type: none">• Revised FY19 Budget• Proposed FY20 Budget• Selection of Audit Services | Amrey Harden |
| V. | Executive Session (If Needed) | Legal Counsel |
| VI. | Public Comment* | |
| VII. | Other Business | Chairperson Graham |
| VIII. | Adjournment | Chairperson Graham |

*A 10-minute period for public comment is designated at the end of each regular meeting. Each commentator must sign a Request to Speak form before 9:00 a.m. on the meeting date. Each speaker will be limited to ten minutes. If the comment period expires before all citizens have an opportunity to address the authority, citizens will be asked to provide their comments in writing.

UPPER OCONEE BASIN WATER AUTHORITY
FY 2020 Proposed Budget

DRAFT

	FY2020 Proposed Budget	FY2019 Adopted Budget	% Change
Athens-Clarke County	615,952.44	624,490.03	
Barrow County	2,574,598.20	2,417,150.15	
Jackson County	3,150,684.89	2,890,693.72	
Oconee County	1,972,006.46	1,848,428.11	
REVENUE	8,313,242	7,780,762	7%
EXPENSES			
Professional & Other Services			
Administrative - NEGRC	130,000	130,000	0%
Audit	13,000	12,500	4%
Bank Charges & Service Fees	2,000	2,000	0%
Consulting	5,000	5,000	0%
Engineering	194,274	240,000	-19%
Education & Training	13,000	13,000	0%
Insurance	82,455	98,700	-16%
Lab Expense	20,000	28,350	-29%
Legal	30,000	60,000	-50%
Outsourced Professional Services	55,000	20,000	175%
Plant Management - Jacobs	1,350,000	1,300,000	4%
Safety Program	10,500	10,500	0%
Repairs & Maintenance			
Landscape	60,000	60,000	0%
Plant Maintenance	642,000	393,000	63%
Vehicle Expense	12,000	19,000	-37%
Supplies			
Chemicals	272,000	272,000	0%
Office Expense	13,000	11,700	11%
Uniforms	6,000	6,000	0%
Utilities	911,945	811,700	12%
Miscellaneous			
Other Miscellaneous Expenses	23,000	23,000	0%
Public Access Maintenance	5,000	5,000	0%
Site County Payment	33,200	33,200	0%
Capital Expenses			
Rebuild Pump #2 & #3	40,000		100%
Rebuild Pump #6 & #7	40,000	-	100%
Chemical Room Catwalk	-	20,000	-100%
TOTAL EXPENSES	3,963,374	3,574,650	11%
OTHER FINANCING USES			
Transfers Out			
Capital Asset Renewal and Replacement Fund	1,160,768	1,138,012	2%
Debt Service Fund	3,189,100	3,188,100	0%
TOTAL OTHER FINANCING USES	4,349,868	4,326,112	1%
TOTAL EXPENSES & OTHER FINANCING USES	8,313,242	7,900,762	5%

**Upper Oconee Basin Water Authority
Proposed Debt Service FY20**

DRAFT

	FY2020 Proposed	FY2019 Adopted
TRANSFR IN	3,189,100	3,188,100
EXPENSES		
Bond Principal	2,335,000	2,265,000
Bond Interest	852,900	921,900
Other Costs	1,200	1,200
TOTAL EXPENSES	3,189,100	3,188,100

	37.520% Barrow County's Obligation	41.521% Jackson County's Obligation	20.959% Oconee County's Obligation
July 2020 Principal & Interest	1,042,666.73	1,153,853.02	582,442.75
January 2021 Interest	153,433.35	169,794.94	85,709.21
Fiscal Agent Fees	450.24	498.25	251.51
Total	1,196,550.32	1,324,146.21	668,403.47

**UPPER OCONEE BASIN WATER AUTHORITY
PROPOSED CARRF FY20**

DRAFT

Year	Total	Athens-Clarke	Barrow	Jackson	Oconee
2020	1,160,768	293,136	255,287	334,926	277,419

FY20 Projected Projects	CARRF Item ID	Allocation	Total Proposed Budget	Athens-Clarke Allocation	Barrow Allocation	Jackson Allocation	Oconee Allocation
Chemical Room Heater		Treatment	65,000.00		20,410.00	23,205.00	21,385.00
Reservoir Marker Bouys	RES-FLT-1	Raw	30,000.00	5,610.00	7,650.00	8,700.00	8,040.00
VFD High Service Pump #2	VFD-HS-2	Barrow/Oconee	175,625.00		85,764.00	-	89,861.00
VFD High Service Pump #6	VFD-HS-3	Jackson	175,625.00			175,625.00	
VFD Reservoir Pump #2	VFD-RW-1	Treatment	170,560.00		53,555.84	60,889.92	56,114.24
Filter Media Replacement #6	TBD	Treatment	80,000.00		25,120.00	28,560.00	26,320.00
Administration Building Air Handling Unit	AB-AHU-901	Shared	21,291.00	4,637.00	6,099.00	7,247.00	3,308.00
Administration Building Condensing Unit	AB-CU-901	Shared	17,033.00	3,710.00	4,879.00	5,798.00	2,646.00
Total CARRF Projects			\$ 735,134.00	\$ 13,957.00	\$ 203,477.84	\$ 310,024.92	\$ 207,674.24

Description of Major 2020 Budget Recommendations

Chemical Room Heater

The heater for chemical feed room attached to the Administration Building has failed and needs to be replaced. JFSNA previously pursued the purchase of replacement parts to repair the unit and found that these are no longer available. The proposed action is to perform a brief review of the original design parameters for heating the space and solicit proposals for a new unit that will satisfy those requirements. A few of the chemicals may begin to crystalize if the temperature drops too low. Operations staff monitor the temperature and will provide temporary heating if necessary until the permanent replacement is in place.

Reservoir Marker Buoys

The reservoir pump station and dam overflow area are currently protected from boat traffic by protective buoys. These buoys are attached to cable that is anchored to shore to maintain a stationary boundary. This boundary not only protects the reservoir pump station but is also a safety measure to prevent any incident at the dam overflow structure. The wave action on the reservoir continuously wears the cables and cable connections and they eventually wear through to failure. Repairs are made on as the failures occur but these have risen to a level that requires a fresh start with replacement of the cables and buoy connections.

Golf Carts

JFSNA staff utilize battery powered golf carts to perform plant checks (twice daily), sample collections, escort visitors and many routine tasks. Maintenance staff utilize the battery powered carts for general maintenance and various in-plant tasks where truck utilization is not required. A total of four carts were purchased during and shortly after plant inception. Two of the plant carts are experiencing mechanical issues (differential/axle) and (steering box) as well, both of the units battery loads are failing to hold a charge and both are in need of new tires. The mechanical parts are unavailable as the manufacturer (Fairplay) is no longer in business.

Administration Building HVAC

The HVAC system for the Administration Building has experienced recurring failures and the repair company has indicated that the unit has reached the end of its useful life. In addition, some of the parts necessary for continued service are difficult to obtain or no longer available.

Filter Media Replacement for Cell 6

There are 6 filter cells that contain the filter media used for treatment at the plant. While the media in these filters has been replenished twice, it has never been replaced and is reaching the end of its useful life. Cell 6 has shown some signs of uneven flow during the backwash cycles which may be an indication of filter media no longer being distributed correctly, of washout of media, or of failure in the filter floor.

Description of Major 2020 Budget Recommendations

Budget is for removal of all existing media, inspection of the filter floor by service technician, and replacement of all media with new. If repairs to the filter floor are necessary, that would be an additional cost.

High Service Pump Rebuild

Excessive heat buildup, vibration or output concerns have been identified at the high service pumps which provide finished water to the Member Governments. These pumps have never been removed from service and re-built since the facilities were put into service and are due. As both preventive maintenance as well as to address the concerns noted above JFSNA recommend the re-build of high service pumps 2, 3, 6 and 7. Pumps 2 & 3 serve Barrow & Oconee Counties while pumps 6 & 7 serve Jackson County.

LED Lighting Upgrade

The facilities have several overhead lights to provide visibility for general operations (the facilities are in operation 24 hours per day, 7 days per week). The current light fixtures were installed during the original construction of the facilities and more efficient LED fixtures are now available. In addition, replacement of the lights when they burn out requires rental of specialized equipment to safely access the fixtures. Replacement with LED fixtures should reduce energy costs as well as extend the life of the lights reducing the replacement maintenance costs.

Replace EIM Valve Actuators

Each of the 6 filters at the plant have 3 valves with electric actuators that control the filter, backwash and filter to waste cycles. These actuators have reached the end of their design life and repair parts are no longer readily available. As these are critical to the operation of the filters, as a preventive measure to ensure continued operations JFSNA recommends replacement of these actuators.

Rebuild Flocculation Mixers

There are 6 flocculation mixers (3 for each sedimentation basin) at the plant. These units are showing signs of oil leakage and are due for re-build. While the bearings at the top of these units are accessible and have been re-built by maintenance staff, the bottom bearings have never been re-built. As both preventive maintenance as well as to address the concern noted above JFSNA recommends the re-build of these mixers.

Rebuild Flash Mix Gear Box

There are 2 flash mix units (1 at the head of the plant and one prior to high service pump station). These units are showing signs of oil leakage and are due for re-build. The gear box for these units have never

Description of Major 2020 Budget Recommendations

been re-built and are due. As both preventive maintenance as well as to address the concern noted above JFSNA recommends the re-build of these gear boxes.

Filter Controls Upgrade

The 6 filters at the Filter Building each have control consoles with electro-mechanical controls. These controls are obsolete and replacement parts are either difficult to obtain or no longer available. JFSNA recommends replacing and upgrading these controls with modern programmable logic controllers (PLC) to ensure continued operations of the filters.

River Pump Station Cabinet Fans

Each of the 3 pumps at the River Pump Station has its own control cabinet with the electronics and controls that operate the pumps. The pump station itself has no conditioned air and the temperature within these cabinets is quite high. As a preventive measure JFSNA recommends addition of cooling/circulation fans in each of these cabinets in order to ensure their continued operation.

**UPPER OCONEE BASIN WATER AUTHORITY
FY 2019 Revised Budget**

DRAFT

	FY2019	FY2019	%
	Proposed Revised Budget	Adopted Budget	Change
Athens-Clarke County	635,628	624,490	2%
Barrow County	2,460,259	2,417,150	2%
Jackson County	2,942,249	2,890,694	2%
Oconee County	1,881,394	1,848,428	2%
REVENUE	7,919,530	7,780,762	2%
EXPENSES			
Professional & Other Services			
Administrative - NEGRC	130,000	130,000	0%
Audit	12,500	12,500	0%
Bank Charges & Service Fees	2,000	2,000	0%
Consulting	5,000	5,000	0%
Engineering	240,000	240,000	0%
Education & Training	13,000	13,000	0%
Insurance	88,232	98,700	-11%
Lab Expense	28,350	28,350	0%
Legal	30,000	60,000	-50%
Outsourced Professional Services	20,000	20,000	0%
Plant Management - Jacobs	1,300,000	1,300,000	0%
Safety Program	10,500	10,500	0%
Repairs & Maintenance			
Landscape	60,000	60,000	0%
Plant Maintenance	393,000	393,000	0%
Vehicle Expense	12,000	19,000	-37%
Supplies			
Chemicals	272,000	272,000	0%
Office Expense	13,000	11,700	11%
Uniforms	6,000	6,000	0%
Utilities	876,636	811,700	8%
Miscellaneous			
Other Miscellaneous Expenses	23,000	23,000	0%
Public Access Maintenance	5,000	5,000	0%
Site County Payment	33,200	33,200	0%
Capital Expenses			
Chemical Room Catwalk	20,000	20,000	0%
TOTAL EXPENSES	3,593,418	3,574,650	1%
OTHER FINANCING USES			
Transfers Out			
Capital Asset Renewal and Replacement Fund	1,138,012	1,138,012	0%
Debt Service Fund	3,188,100	3,188,100	0%
TOTAL OTHER FINANCING USES	4,326,112	4,326,112	0%
TOTAL EXPENSES & OTHER FINANCING USES	7,919,530	7,900,762	0%

**Upper Oconee Basin Water Authority
Debt Service Revised FY19**

DRAFT

	FY2019 Revised	FY2019 Adopted
TRANSFR IN	3,189,100	3,188,100
EXPENSES		
Bond Principal	2,335,000	2,265,000
Bond Interest	852,900	921,900
Other Costs	1,200	1,200
TOTAL EXPENSES	3,189,100	3,188,100

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January 2021 Interest	153,433.35	169,794.94	85,709.21
Fiscal Agent Fees	450.24	498.25	251.51
Total	1,196,550.32	1,324,146.21	668,403.47

**UPPER OCONEE BASIN WATER AUTHORITY
REVISED CARRF FY19**

DRAFT

Year	Athens-Clarke	Barrow	Jackson	Oconee	Total
2019	287,390	250,282	328,360	271,980	1,138,012

FY 19 Revised Projected Projects	Allocation	Original Budget	Revised Budget	Athens-Clarke Allocation	Barrow Allocation	Jackson Allocation	Oconee Allocation
Chemical Room Heater	Treatment	65,000.00	65,000.00		20,410.00	23,205.00	21,385.00
Chlorine Scrubber	Treatment	250,000.00	226,800.00		71,215.20	80,967.60	74,617.20
Reservoir Marker Bouys	Raw	30,000.00	30,000.00	5,610.00	7,650.00	8,700.00	8,040.00
Plant Security Camera Systems	Shared	30,000.00	30,000.00	6,534.00	8,593.65	10,211.85	4,660.50
Black Golf Cart	Shared	7,000.00	8,500.00	1,851.30	2,435.25	2,893.40	1,320.05
Blue Golf Cart	Shared	7,000.00	8,500.00	1,851.30	2,435.25	2,893.40	1,320.05
8 VFD Pump Replacements		1,311,810.00	521,810.00				
VFD High Service Pump #1	Barrow/Oconee	158,000.00	-				
VFD High Service Pump #2	Barrow/Oconee	175,625.00	175,625.00		85,764.00		89,861.00
VFD High Service Pump #6	Jackson	175,625.00	175,625.00			175,625.00	
VFD High Service Pump #7	Jackson	158,000.00	-				
VFD Reservoir Pump #2	Treatment	170,560.00	170,560.00		53,555.84	60,889.92	56,114.24
VFD Reservoir Pump #3	Treatment	158,000.00	-				
VFD Reservoir Pump #4	ACC	158,000.00	-				
VFD Reservoir Pump #5	ACC	158,000.00	-				
HVAC System Upgrade	Shared	55,800.00	55,800.00	12,153.24	15,984.19	18,994.04	8,668.53
Total CARRF Projects		\$ 1,756,610.00	\$ 946,410.00	\$ 27,999.84	\$ 268,043.38	\$ 384,380.21	\$ 265,986.57