

# Lee County Utilities Authority

## GEORGE WALLS

Chairman

Victor Stubbs

Vice-Chairman

### Authority Members:

Art Ford

Levent Gokcen

Robert (Bob) Usry

Amy Addison

Aaron McCulley

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Leesburg, GA 31763

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## CHRIS BOSWELL

General Manager

Tricia Holmes

Director of Administrative Operations

Ira Houston

Director of Field Operations

**Re-Scheduled Meeting**  
**6:00 P.M. Thursday, May 23, 2024**  
**Page Tharp Governmental Building**  
**Opal Cannon Auditorium**  
**102 Starksville Avenue North**  
**Leesburg, Georgia**

## MEETING MINUTES

### 1. CALL TO ORDER

The Lee County Utilities Authority met for their regular scheduled meeting on May 23, 2024. The meeting was held in the Opal Cannon Auditorium of the Page Tharp Governmental Building in Leesburg, Georgia. Chairman George Walls and Board members Art Ford, Amy Addison, and Aaron McCulley were present. Also present were Chris Boswell, General Manager, and Tricia Holmes, Director of Administrative Operations, Not in attendance were Vice Chairman Victor Stubbs, member Levent Gokcen, and Robert (Bob) Usry. Chairman George Walls called the meeting to order at 6:00 P.M.

### 2. INVOCATION

Chris Boswell, General Manager, led the invocation.

### 3. APPROVAL OF MINUTES

Approval of April 18, 2024, regular scheduled meeting minutes

**Amy Addison motioned to approve the minutes from the April 18 2024 meeting. Aaron McCulley seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**

### 4. NEW BUSINESS

#### A. CRI Second Quarter Financial Review

Chris Boswell reviewed the financial statements Carr, Riggs, and Ingram prepared, showing that the UA is in good standing for the third quarter with the Board. Operation income is a gain of \$1,278,445; Non-Operating Income (Expenses) -\$220,243; Net Change in position is an increase of \$1,058,202.

No Action Taken

#### B. FY 2024/2025 Authority Budget

Chris Boswell and the Budget Committee members Amy Addison and Art Ford advised the Board that a slight increase was needed to produce a balanced FY 2024 - 2025 budget. Discussion was held over the increased items.

Increase in water base rate from \$20 to \$21, increase in sewer base rate from \$20 to \$21, increase water access fee on new construction from \$2600 to \$2800, increase sewer access fee on new construction from \$2800 to \$3000, increase in meter fees \$750 to \$850 and increase per thousand-gallon tier rate:

0- 9,000	gallons from \$2.25 to \$2.45
9,001-50,000	gallons from \$2.75 to \$2.95
50,000-100,000	gallons from \$3.25 to \$3.45
Over 100,101	gallons from \$3.75 to \$3.95

**Art Ford made a motion to advertise the rate increases presented with an effective date of July 1, 2024. Aaron McCulley seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**

**C. Lee BOC May 14<sup>th</sup> Meeting Information**

**The board advised Chris Boswell to attend the May 14<sup>th</sup> Lee County Board of Commissioners meeting with maps and charts to help inform the members on phase 4 of the mass meter project for possible funding.**

**5. OLD BUSINESS**

**A. Authority Wastewater Treatment Discussion**

The Board was provided an update on the WWTP project. Discussion was held on limiting the remaining sewer capacity for commercial after allowing for the previously approved developments.

**Amy Addison made a motion to adopt the resolution titled RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEE COUNTY UTILITIES AUTHORITY WITH RESPECT TO THE IMPOSITION OF LIMITATIONS ON THE ISSUANCE OF PERMITS FOR THE CONNECTION OF NEW RESIDENTIAL SEWERAGE USE CUSTOMERS TO THE SANITARY SEWER SYSTEM OF THE UTILITIES AUTHORITY DUE TO SYSTEM CAPACITY CONSTRAINTS AND TO AVOID VIOLATION OF DAILY WASTEWATER DISCHARGE LIMITATIONS TO WHICH THE AUTHORITY IS SUBJECT IN ACCORD WITH THE AUTHORITY'S NPDES PERMIT, AND FOR OTHER PURPOSES. Art Ford seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**

***RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEE COUNTY UTILITIES AUTHORITY WITH RESPECT TO THE IMPOSITION OF LIMITATIONS ON THE ISSUANCE OF PERMITS FOR THE CONNECTION OF NEW RESIDENTIAL SEWERAGE USE CUSTOMERS TO THE SANITARY SEWER SYSTEM OF THE UTILITIES AUTHORITY DUE TO SYSTEM CAPACITY CONSTRAINTS AND TO AVOID VIOLATION OF DAILY WASTEWATER DISCHARGE LIMITATIONS TO WHICH THE AUTHORITY IS SUBJECT IN ACCORD WITH THE AUTHORITY'S NPDES PERMIT, AND FOR OTHER PURPOSES***

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*WHEREAS, the Lee County Utilities Authority ("Authority") operates a water system and a sanitary sewer system in the unincorporated area of Lee County; and*

*WHEREAS, the Authority also operates Kinchafoonee Creek Wastewater Pollution Control Plant (“WPCP”), a wastewater treatment plant with respect to such sewer system which has a current average daily flow of approximately 745,000 gallons; and*

*WHEREAS, at present, WPCP is limited to treatment of no more than 1.0 million gallons per day in accord with the Authority’s NPDES Permit No. GA0026603 (the “ NPDES Permit”), previously issued by the Georgia Department of Natural Resources, Environmental Protection Division; and*

*WHEREAS, for the purposes of this Resolution, the term “residential sewerage use customers” shall mean customers of the Utilities Authority who discharge wastewater into the Authority’s Wastewater Treatment System from residential locations, including single-family dwellings, multi-family dwellings, apartments, duplexes, condominiums, townhouses, planned unit developments, and similar residential dwellings. For the purposes of this Resolution, the term “commercial sewerage use customers” shall mean customers of the Authority who discharge wastewater into the Authority’s Wastewater Treatment System from commercial, and industrial business operations not involving residential dwellings.*

*WHEREAS, the limit on the permitted number of gallons which can be treated per day in accord with the NPDES Permit is applicable to the treatment of wastewater discharges from both residential sewerage use customers and commercial sewerage use customers; and*

*WHEREAS, the NPDES Permit also includes certain additional limitations on the WPCP’s daily discharge; and*

*WHEREAS, on August 22, 2022, the average flow from the WPCP was approximately 630,000 gallons per day and given the concerns of the members of the Board of the Authority in August of 2022 regarding the high daily flow from the WPCP as compared to the limitations on wastewater discharges authorized by the NPDES permit, the Board adopted a Resolution prohibiting the issuance of permits for connections to the WPCP by residential sewerage use customers so that the discharge from the WPCP would not exceed 700,000 gallons per day; and*

*WHEREAS, that August 22, 2022 Resolution has been revised by the Board one time on January 18, 2024 to increase the limit on discharges from the WPCP to 800,000 gallons per day; and*

*WHEREAS, since that January 18, 2024, maximum limitation was adopted, the Authority staff, along with the Authority’s engineering firm, Hofstadter and Associates, has also conducted a review of the anticipated daily wastewater discharge that will occur if all of the currently permitted residential sewerage use customers and commercial sewerage use customers are connected to the Authority’s WPCP as compared to the current (and unmodified) daily discharge limitations which remain in effect under the NPDES permit ; and*

*WHEREAS, the results of that review show that, from 2022 through May 6, 2024, a total of 21 land developments with sewer connections, minor/major subdivisions with sewer connections, and general developments with sewer connections, have already been permitted, approved, or applied for in Lee County, and such developments are more particularly listed on Exhibit “A” to this Resolution, which Exhibit “A” is incorporated into and made a part of this Resolution by specific reference thereto; and*

*WHEREAS, the results of that review also show that, as of May 6, 2024, once all of the land developments with sewer connections, minor/major subdivisions with sewer connections, and general developments with sewer connections which have already been permitted, approved, or applied for in Lee County are connected to the Authority’s sewer system as currently anticipated, the result will be an expected average daily discharge from the WPCP of 955,400 gallons and that will essentially consume the entire authorized maximum daily discharge of 1.0 million gallons per day for which the WPCP is authorized by the NPDES Permit; and*

*WHEREAS, such review also showed that, as of March, 2024, the Authority had a total of 6,935 water and sewer customers, and that, of those total customers, 4,292 were water service customers using septic tanks for the discharge of their wastewater, 2,483 were residential use sewerage customers (i.e. that they are both water and sewer customers of the Authority and discharge their wastewater into the WPCP), while 160 of those total customers were commercial sewerage use customers which discharge their wastewater into the WPCP. As a result, it was*

*determined that limiting the number of residential use sewerage customers discharging their wastewater into the WPCP would have a substantially larger positive impact on the daily discharge rates from the WPCP than limiting the number of commercial use sewerage customers would have on that daily discharge rate; and*

*WHEREAS, the average residential unit connected to the Authority's WPCP discharges four (4) times more wastewater into the WPCP on a daily basis than the average commercial business connected to the Authority's WPCP discharges into the WPCP on a daily basis; and*

*WHEREAS, the UV Disinfection System in use at the WPCP is currently in need of major repair and, due to that fact, the WPCP is experiencing substantial difficulty in meeting certain performance limitations applicable to the Authority according to its NPDES Permit, and it is anticipated that there will be substantial delays in making those repairs, including, but not limited to, the inability to obtain the necessary material deliveries for installation at the WPCP in a timely manner; and*

*WHEREAS, even when the UV System is repaired, that will not result in an overall increase in the permitted discharges from the WPCP beyond the existing NPDES Permit held by the Authority; and*

*WHEREAS, the upgrading of the existing WPCP or the construction of a new WPCP will take several years to be completed according to the Authority's engineers and the cost to add additional discharge capacity of up to 500,000 gallons per day to the WPCP is estimated by the Authority's engineers at the present time to cost approximately \$25,000,000.00; and*

*WHEREAS, the result of the foregoing is that the Authority's ability to continue to add additional discharge capacity for new discharges from residential sewerage use customers not already permitted/approved is nonexistent without materially violating the terms of the NPDES permit.*

*NOW THEREFORE, be it resolved by the Board of the Lee County Utilities Authority, and it is hereby resolved by authority of the same, as follows:*

1. *Effective as of the effective date of this Resolution, the discharges from the Kinchafoonee Creek Wastewater Pollution Control Plant shall not exceed 800,000 gallons per day absent emergency conditions as determined by the staff of the Utilities Authority.*

2. *Neither the Authority, nor Authority staff, shall be authorized to issue any permits for the connection of any new residential sewerage use customers to the Authority's Wastewater Treatment System where such permit request is for a new location or locations not already authorized or permitted by the Lee County Board of Commissioners or by the Authority as of May 6, 2024.*

3. *Neither the Authority, nor Authority staff, shall be authorized to accept the payment of any tap fees or connection fees with respect to the connection of any new residential sewerage use customers to the Authority's Wastewater Treatment System where such fees would be applicable to a new location or locations not already authorized or permitted by the Lee County Board of Commissioners or by the Authority as of May 6, 2024.*

4. *Any previous decision by the Board of the Utilities Authority to lift restrictions on the per day discharge from the WPCP previously established by the Board by Resolution dated August 18, 2022 which were approved by the Board prior to May 6, 2024 shall not be affected by the provisions of this Resolution.*

5. *The provisions of this Resolution may be subject to amendment, revision, or rescission by the Authority at a future date at such time as the Authority deems that the restrictions provided in this Resolution are no longer required for its Wastewater Treatment Plant and its wastewater system.*

*BE IT FURTHER RESOLVED that this Resolution shall become effective upon the date of its adoption by the Board of the Lee County Utilities Authority.*

*SO RESOLVED effective this \_\_\_\_\_ day of \_\_\_\_\_, 2024.*

*Lee County Utilities Authority*

By: \_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Secretary

**B. STAG Grant information from Bishop's Office**

Chris Boswell advised the Board that he had received notice that the Utilities Authority was in the running for the STAG Grant from Sanford Bishop's office.

NO ACTION

**6. PUBLIC PERIOD TO ADDRESS THE BOARD - NONE**

**7. EXECUTIVE SESSION - NONE**

**8. PAYMENT OF BILLS**

WWPT Improvements  
To be paid with 2022 Bond Funds  
**Draw 007**

<u>Vendor</u>	<u>Amount</u>
Parrish Construction Group, INC (Request 07)	206,635.61
Hofstadter & Associates, Inc. (Inv306535513)	12,830.32
<b><u>Total REQUESTED Payments</u></b>	<b><u>\$ 219,465.93</u></b>

**Amy Addison motioned to pay the submitted vendors in draw number seven for \$219,465.93. Aaron McCulley seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**

AMI Implementation  
Paid with 2022 Bond Funds  
Draw 004

<u>Vendor</u>	<u>Amount</u>
Consolidated Pipe	
4/3/2024 Cons Inv GA027927	\$ 15,120.00
4/5/2024 Cons Inv GA027954	\$ 2,675.00
4/8/2024 Cons Inv GA027983	\$ 22,800.00
4/10/2024 Cons Inv GA0271035	\$ 703.00
4/12/2024 Cons Inv GA0271087	\$ 149.00
4/16/2024 Cons Inv GA0271139	\$ 614.12
4/16/2024 Cons Inv GA0271141	\$ 166.59
4/15/2024 Cons Inv GA0271100	\$ 55.53
4/11/2024 Cons Inv GA0271055	\$ 22,650.00
4/18/2024 Cons Inv GA0271192	\$ 29,232.00
4/18/2024 Cons Inv GA0271189	\$ 695.58

5/2/2024	Cons Inv GA0271427	\$	1,576.00
5/6/2024	Cons Inv GA0271482	\$	4,800.00
05/08/2024	Cons Inv GA0271521	\$	42,900.00
<b>Total For Consolidated Pipe</b>		<b>\$</b>	<b>144,136.82</b>

M & E Construction

5/13/2024	<b>M&amp;E INV 100211</b>	<b>\$</b>	<b>241,119.00</b>
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LCUA – for reimbursement for an invoice paid

Tyler Inv 025-457067	<b>\$13,000.00</b>
<b>Total REQUESTED Payments</b>	<b>\$ 398,255.82</b>

**Amy Addison motioned to pay the submitted vendors in draw number four for the AMI project for \$398,255.82. Art Ford seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**

**Lead and Cooper Inventory**  
Paid with 2022 Bond Funds  
Draw 001

<u>Vendor</u>	<u>Amount</u>
TruePani	

1250 Environmental Consulting	\$1728.00
<b>Total For True Pani</b>	<b>\$1,728.00</b>

**Total REQUESTED Payments \$ 1,728.00**

**Amy Addison motioned to pay the submitted vendors in draw number one for the ead and Cooper Inventory project for \$1,728.00. Art Ford seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**

9. **ADJOURNMENT**

**Amy Addison motioned to adjourn the meeting at 6:55 P.M. Aaron McCulley seconded the motion. Voting yea were Art Ford, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.**



Tricia Holmes, Secretary/Treasurer

June 20, 2023  
Adopted