

**CLARKE COUNTY SANITARY AUTHORITY MEETING
MINUTES
DECEMBER 19, 2023**

PRESENT:

Mr. Roderick DeArment, Chairman
Mr. C. Wayne Armbrust, Vice Chairman
Mr. Tom Bauhan
Mr. Bryan Conrad (Teleconference)
Mr. Bev, McKay, Liaison for the Clarke County Board of Supervisors

OTHERS:

Paren Crawford, Inboden Environmental Services
Mark Inboden, Inboden Environmental Services
Mrs. Mary Meredith, Staff

ABSENT:

Mr. Lee Coffelt

I. CALL TO ORDER

The meeting was called to order.

II. MINUTES

A. November Minutes

A motion was made to approve the minutes as submitted. The motion carried as follows:

Mr. DeArment - aye
Mr. Armbrust - aye
Mr. Bauhan - aye
Mr. Coffelt - absent
Mr. Conrad - aye

III. PUBLIC COMMENT

IV. INBODEN REPORT

Mr. Crawford reviewed the utility report. He noted two properties that had leaks prior to the meter and were on the authority's side to repair. Both of those were repaired by IES. There was also a leak on the customer side at a home on Virginia Avenue that was repaired earlier this month. This morning Mr. Crawford noted he was out with a leak repair in a meter crock on Bradford Drive.

Ms. Meredith and Mr. Crawford discussed an issue with a meter at 42 S. Greenway. Mr. Crawford went to do a leak check and log the meter on Monday.

While the water was off on the authority side as well as off within the home, it was noted that the meter was not functioning to specifications. Mr. Crawford is going to be contacting the manufacturer as the meter is covered under warranty. The average usage is 149 gallons a day with the new meter. The old meter, there was a lot of fluctuation for their usage. Ms. Meredith recommended we do a meter leak adjustment for the November bill and possibly the January bill. She noted the meter leak adjustment is at 100% of the overage of their average for both water and sewer. Ms. Meredith noted that the January and March 2023 bills reflect when the issue began. She also mentioned adjusting those two bills that are above 10,000 gallons as well, so that will be a total of four bills adjusted. The board felt that adjusting the three possibly four bills is acceptable with this process.

Mr. Crawford reviewed the grease level at Sheets was high. They did receive a letter and fine based on the reading. They have been tested again along with Handi-Mart. Ms. Meredith noted that she spoke with Mr. Braithwaite the director of maintenance for the county. The elementary school that's effluent goes directly to Roseville Lift Station does have grease collection in place. He mentioned they will have it inspected and provide us with a report. Mr. Crawford is also going to pull a sample test at three manholes on the west side of Greenway Avenue. They will be near the three commercial entities that flow directly into Roseville. This will allow us to narrow down where the issue could be stemming from. First Choice will be coming to clean the other lift stations after the first of the year. The board inquired about hearing from with the letter. Ms. Meredith noted not yet, but given delays this time of year with the mail, she will resend the letter.

Mr. Crawford reviewed the nitrogen and phosphorus levels for November. He noted the new denitrification pump was installed and all pumps are working properly. The board inquired how the month of December is looking and if we will be below the required limit. Mr. Crawford noted that we should be able to meet the limit for the year.

V. OLD BUSINESS

A. Drought Plan

The final copy was provided for the board's information.

VI. NEW BUSINESS

A. 2024 Calendar

A motion was made to approve the 2024 calendar as submitted. The motion carried as follows:

Mr. DeArment - aye
Mr. Armbrust - aye
Mr. Bauhan - aye
Mr. Coffelt - absent

Mr. Conrad - aye

B. Board Nominations for 2024

A motion was made to elect as a slate.

2023 Positions

Chair – Mr. Rod DeArment

Vice-Chair – Mr. C. Wayne Armbrust

Treasurer/Secretary – Mr. Tom Bauhan

Asst. Treasurer – Ms. Brenda Bennett

The motion carried as follows:

Mr. DeArment - aye

Mr. Armbrust - aye

Mr. Bauhan - aye

Mr. Coffelt - absent

Mr. Conrad - aye

VII. FINANCIAL REPORTS

The financial reports were submitted for the board's reference.

VIII. NEXT MEETING

The next meeting is scheduled for January 16, 2024.

IX. ADJOURNMENT

The meeting was adjourned at 9:35am.