

Junaluska Assembly Community Council Meeting Minutes

April 12, 2024

Meeting held hybrid in Person at Gaines Meeting Room and via Zoom due to social-distancing observed.

In attendance: David Hanson, Ed LaFontaine, Hardy Tippet, Gary Keckley

Staff: Carroll Woody, Pam James

Call to order: Ed LaFontaine called the meeting to order at 4:00 pm.

Opening Prayer: David Hanson led the opening prayer.

Approval of Agenda: Gary Keckley made motion Hardy Tippet seconded. Approved April 2024 agenda by common consent.

Approval of Minutes: David Hanson made the motion Gary Keckley second. Approved March 2024 minutes by common consent.

Director's Report: Carroll Woody Jr

- Key metrics reviewed. Service Charge \$59,000 collected with \$233,000 left to go. Continuing to work with people to get their past accounts caught up as far back as 2013.
- Non-Revenue water percentage- We are going down some. Starting to flatten out. Our average is still at 21 % we will continue on bringing it down.
- Meters on Hand 40. Meters replaced 3 Meters to replace 115.
- Security reviewed. House checks are around 300. New hire for Security Supervisor Jeff Eaton. Will try and get him around to meet everyone.
- Financial Update reviewed for service charge. Reserve balance \$557,022. Note: Service Charge money is being spent on roads, cleaning, patching, paving, drainage, guardrails, repairs and 24-7 security.
- Water / Sewer Financial- Down a little as we are waiting on refund from the AIA Grant. We are averaging \$17,000 a month on restricted funds which is \$200,000 which the NCUC monitors.

Current Topics: reviewed.

- Water leak repairs on S Lakeshore.
- Bear Sightings on Website Visit www.lakejunaluskacommunity.org or visit www.bearwise.org On Lake Junaluska site go to The Community to Bears at Lake Junaluska. Feel free to Call Security. Or call/text Junior.
- Guardrails pricing is \$35,100 for Cortan Steel backed timber is three times higher. Taking section at a time. 9 sections on the Teague study.
- Patching S. Lakeshore, Sleepy Hollow Dr, Wesley Way taking care of the utility cuts and some potholing. State funds take care of where the dump trucks use the road.
- 19/23 clean-up in the next couple of weeks and DOT is going to provide the signage. Security and lights flashing close right lane while this is happening.

Paving Plan: Reviewed –2024

- Kilgore-Utility related
- Holston Village-Utility related
- Charles Wesley Rd
- Chapel Drive, Hagood & Sequoia

Capital Improvement Plan 2024: Could change upon CDC findings or emergent needs arising.

- Chapel Drive Water Line Replacement near completion hope to pave by end of April. Down to connecting 2 services.
- Service Line Replacement (Oxford) Emergent cannot get part going to cut and put in pipe
- Meter Replacement Program 715 completed with 115 to be replaced. Hope to be completed mid 2025 Takes 15 minutes- to couple hours depends on if there are issues.
- Reservoir roof membrane replacement and pump replacement
- Sewer mainline replacement J B Ivey need quotes
- Tri Vista lift station hope to start the work this week weather permitting.
- AIA Grant- in Process with Civil Design Concepts working together with maps to identify lines.

Capital Improvement Plan 2025 Could Change due to funding and emergent needs.

- Meter Replacement Program
- Holston Village Rd water line replacement
- North Lakeshore Dr (water line/valves, sewer line)
- Kilgore-County (sewer line)
- White Dogwood (water line replacement)
- Fire Hydrant & Valve Replacement as needed. Fire hydrant and lines are our responsibility. Waynesville does the testing and marks the fire hydrants.

NCDOT bridge replacement: Junior will be going to monthly meetings starting April 16th.

NCDOT Main Entrance Traffic Lights-Pedestrian No changes on the status at this time.

Pedestrian Crossings at Golf Course & Holston Village Roads

NC DOT Russ Avenue Work has begun.

Call Us If You Need Us!

- And Limb pickup-15 minute rule- a charge maybe applied if it takes 2 guys more than 15 minutes to pick up leaves and limbs. This is on website and we will place on next utility bill.
- Notice to proceed needed for construction on home. Comes from Public Works office then to Haywood County permitting.
- Add your home to the Security Checklist
- Add yourself to the alert list. www.lakejunaluskacommunity.com
- We have Online Bill Pay, ACH, accept checks and walk-ins are Welcome!

Questions: Susan Giles if you have heard anything from NCUC about the increase in taps. Not heard anything at this time.

Concern about bears in the area. If aggressive Call 911. Call security. Frank Stith will send out an email coming from Jr.

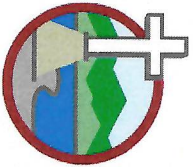
New Business: Election committee for the JACC will need to be put in place as Don Rankin is moving out of the state. We appreciate all his hard work here at Lake Junaluska.

Hardy Tippett made motion David Hanson second adjourned at 4:42pm.

Respectfully submitted, Pam James, Recording Secretary

Junaluska Community Council

May 2024

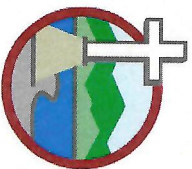


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Agenda

- **Opening Prayer**
- **Approval of Agenda**
- **Approval of Previous Minutes**
- **Public Works Director Report**
 - APW Metrics
 - Water Loss
 - APW Financial Summary
 - Current Topics
 - Utility & Capital Improvement Plans
 - Paving plans
 - NCDOT Project update
- **New Business**
- **Open Forum** – Items from community members or councilpersons.
- **Adjournment**

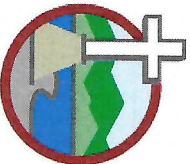


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Director's Report - Metrics

Item	Feb 2024	March 2024	April 2024		
Service Charges					
Total Amount Billed	2023 SC bill \$1,190,694	2024 SC bill \$1,190,694	2023 SC bill \$1,190,694	\$ Less than Prev Md	# Accts/People Less
2024 Balance Owed	\$292,913	\$233,839	\$210,434	\$23,405	130 peo(63 less)
2023 Balance Owed	\$33,451	\$30,876	\$25,531	\$5,345	27 (3 Less)
2022 - Balance Owed	\$11,656	\$11,556	\$11,306	\$250	11 accts (1 less)
2021- Balance Owed	\$5,622	\$5,232	\$5,190	\$42	6 accts (0 less)
2020- Balance Owed	\$6,100	\$6,100	\$6,100	\$0	6 accts (0 less)
2019- Balance Owed	\$5,709	\$5,709	\$5,709	\$0	5 accts (0 less)
2018-2013 Balance Owed	\$16,093	\$16,093	\$16,093	\$0	4 peo (0 less)
Total in Collections	\$371,545	\$309,405	\$280,364		
Water/Sewer - Non-Revenue Water				Quarterly Average	
Current Month				Cubic Feet	Gallons
-Volume in cu.ft.	93,302	96,640	171,871	120,604	902,118
-Cost of NRW	\$5,551	\$5,750	\$10,226	\$7,176	
12 Month Rolling Average					
Percentage of NRW-By Month	23.92%	22.47%	23.24%	23.21%	
-Average NRW in cu.ft.	110,709	98,596	104,598	104,634	
-Yearly Cost of NRW	\$22,605	\$28,355	\$38,517	\$29,826	
** Meters on Hand-35	Mtrs placed-1	Mtrs Placed-3	Mtrs placed-20	Mtr to Repl 95	
Security				Quarterly Average	
Incidents					
-Residential	20	32	31	24	
-Lake Assembly	62	51	38	52	
-Outside/Other	10	5	0	6	
Reports Typed	3	11	8	9	
Patrol Miles Driven	3,098	3,073	3,754	3,308	
Total House Checks	300	296	280		

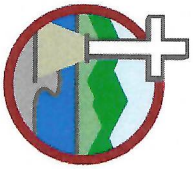
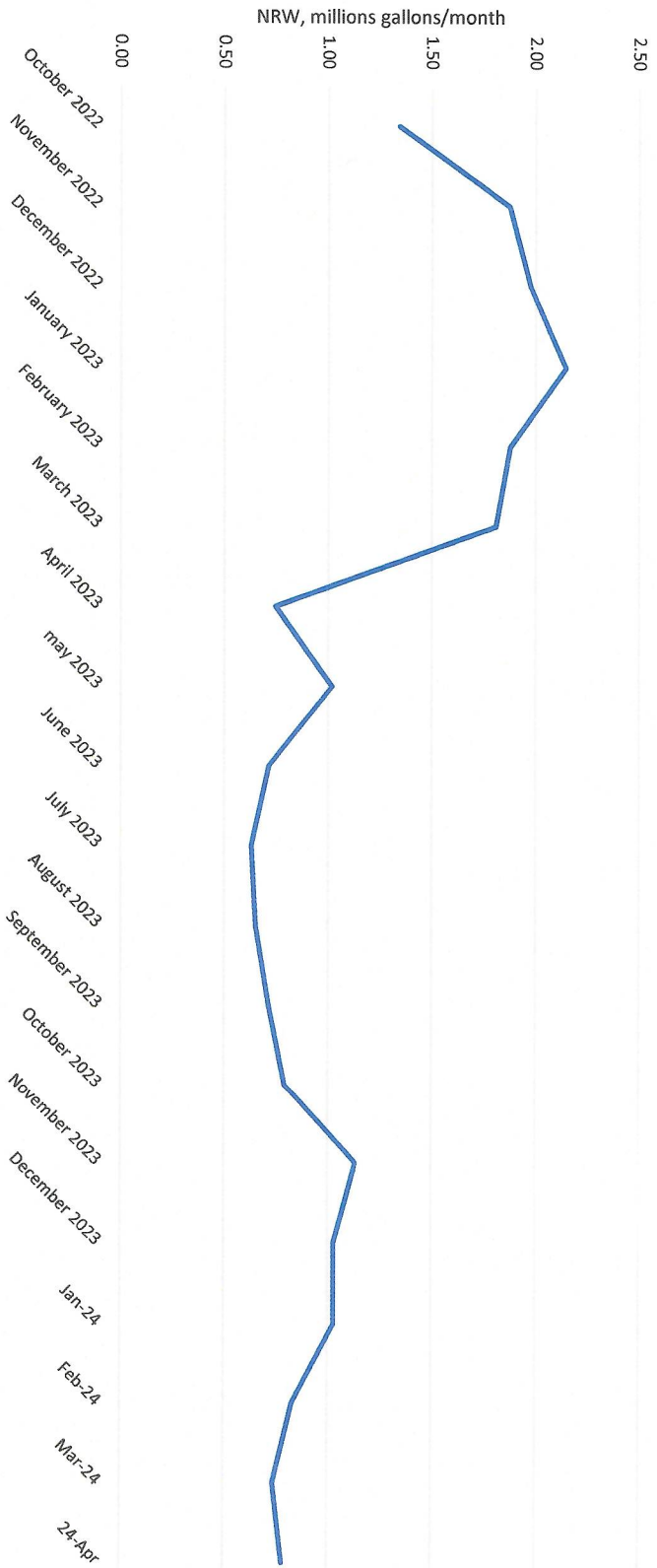


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Water Loss Graphic

Monthly NRW LA APW, millions gallons



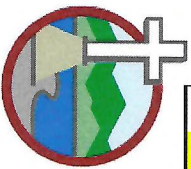
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Financial Update

May 2024

	Budget	Actual	Variance
Water and Sewer Funds			
Operational Revenues			
Water	\$ 309,551	\$ 295,194	\$ (14,357)
Sewer	\$ 126,257	\$ 135,404	\$ 9,148
L/A reimbursement	\$ 180,147	\$ 156,642	\$ (23,505)
A/A Grant Reimbursements	\$ 3,147	\$ 3,147	\$ -
		\$ -	
Operational Expenses			
Operations	\$ 251,637	\$ 285,942	\$ (34,305)
A/A Grant Expenditures	\$ 251,637	\$ 235,995	\$ 15,642
		\$ 49,947	\$ (49,947)
Operational Cash Flow Balance			
	\$ 57,914	\$ 9,252	\$ (48,662)
PRELIMINARY Reserves Balance 12/31/2023			
Net Reserves Beginning Balance		\$ 222,790	
Capital Assessments	\$ 69,092	\$ 69,268	\$ 176
CI Assessment Water	\$ 34,774	\$ 34,854	\$ 80
CI Assessment Sewer	\$ 34,318	\$ 34,414	\$ 96
Capital Expenses 2024	\$ 207,277	\$ 81,720	
CI Assessment Water	\$ 104,322	\$ 35,688	
CI Assessment Sewer	\$ 102,955	\$ 46,033	
PRELIMINARY Reserves Balance 04/30/2024		\$ 219,589	
	4/30/2024		



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Financial Update

May 2024

Other APW Funds		Budget	Actual	Variance
Revenues		\$ 408,497	\$ 416,082	\$ 7,585
	Bulk Green Waste	\$ 1,131	\$ 1,131	\$ 0
	Solid Waste	\$ 49,536	\$ 49,757	\$ 221
	Service Fees	\$ 357,831	\$ 365,194	\$ 7,363
Expenses		\$ 320,817	\$ 336,798	\$ (15,981)
	Solid Waste	\$ 49,536	\$ 57,431	\$ (7,895)
	Bulk Green Waste	\$ 49,225	\$ 45,734	\$ 3,491
	Streets	\$ 57,810	\$ 85,798	\$ (27,988)
	Administration	\$ 67,798	\$ 68,629	\$ (831)
	Security	\$ 96,448	\$ 79,206	\$ 17,242
Operations Balance		\$ 87,680	\$ 79,284	\$ (8,396)
PRELIMINARY		Net Reserves Beginning Balance	\$ 481,495	
		Capital Expenses 2024	\$ -	
			\$ 560,779	

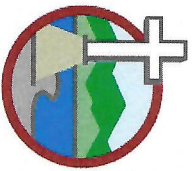


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Current Topics

- **Water & Sewer Repairs/Drainage:**
 - Water main & Service County road
 - S. Lakeshore mainline repair
 - Oxford rd. water service replace
 - N. Lakeshore renew water service
 - Kilgore road Sewer service
 - Tri- Vista Lift station completed
 - New 4" sewer service for Epworth way
- **Patching & repair**
 - Two concrete repairs on walking trail @ Dam & S. Lakeshore
 - continually patching potholes and paving after utility repairs
- **Guardrails**
 - Cortan all metal – contiguous 975' \$58,000 (Fall of the year after conferences)



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Utility Capital Improvement Plan 2024

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Water Meter replacements (767) complete 90 to finish	\$40,000	\$40,000	0
Reservoir roof membrane replacement & Pump replacement	\$22,000	\$22,000	0
Chapel Drive Water / Sewer Repairs/ Construction completed	\$332,853	\$200,000	132,853
Service Line Rpl (Oxford) Emergent Requirement	\$4,000	\$3,000	\$1,000
Sewer Mainline replacement for J.B. Ivey (acquiring quote)	0	0	0
Water System / Reservoir Study AIA GRANT (Underway) (NOT INCLUDED IN TOTAL)	\$150,000	\$150,000	0
Totals	\$378,853	\$245,000	\$133,853

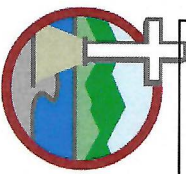


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Capital Improvement Plan 2025

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Oxford Walk	\$10,000	\$10,000	0
Holston Village Road (water line replacement)	\$55,000	\$25,000	\$30,000
Waterline Service replacements	0	0	0
North Lakeshore Drive (water line/valves, sewer line)	\$100,000	\$60,000	\$40,000
Kilgore-County Road (sewer line)	\$75,000	\$65,000	\$10,000
White Dogwood (Water line replacement)	\$50,000	\$40,000	\$10,000
Fire Hydrant & Valve Replacements	\$10,000	\$10,000	0
			0
Total	\$310,000	\$220,000	\$90,000

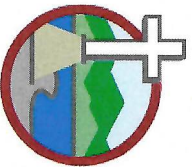


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2024-2025 Paving Plan

- Holston Village Road – Utility related
- Kilgore Road – Utility related
- Chapel Drive, Hagood & Sequoia (Completed)
- N. Lakeshore rd. repairs

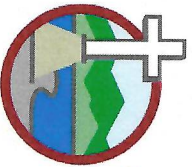


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NCDOT Projects

- **Main Entrance Traffic Lights – Pedestrian Crossing**
 - Tentative Start Date: Nov 2024 (Historical Architecture&Preservation survey)
- **Pedestrian Crossings- Golf Course & Holston Village Roads**
 - Tentative Start Date: Nov 2024
- **NCDOT Bridge Replacement Project (Zachary construction)**
 - Jack & Boring for project underway
 - Temp bridge to begin in August this year (Tentatively)
 - Russ Avenue has started exit 102 –main street (Buchannan construction)
 - Monthly Meeting May 21st 2024



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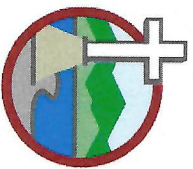
Call us if you need us!

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