

Junaluska Assembly Community Council Meeting Minutes

October 10, 2023

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

In attendance: David Hanson, Ed LaFontaine, Chuck Lipp, Gary Keckley, Hardy Tippett, Grace Gattis, Randy Carlson

Staff: Carroll Woody, Pam James

Call to order: Ed LaFontaine called the meeting to order at 4:02 pm

Opening Prayer: Ed LaFontaine led the opening prayer.

Approval of Agenda: Chuck Lipp made motion Randy Carlson seconded. Approved October 2023 Agenda by common consent.

Approval of Minutes: Grace Gattis made a motion to approve the minutes, Chuck Lipp seconded. Approved by common consent.

Rules and Regulations: The JACC board have reviewed to the Rules and Regulations. The Rules and Regulations will go before the Board of Trustee on October 19th and 20th for approval.

Director's Report: Carroll Woody Jr

- Key metrics reviewed. Collecting 2023 Service Charge we are ahead of last year by \$25,000.
- Non-Revenue water percentage is up a few percent to 15.85%. A couple of leaks and to fill the 6 inch pipe replacement on Chapel Dr. Water Loss Graphic shows the lower from the track record earlier.
- Meters on Hand 35 Meters replaced 10 Meters to replace 143
- Security reviewed. Incidence have decreased. House checks have increased some.
- Financial Update reviewed for service charge. Keeping the reserve at where we would like to be at.
- Water / Sewer January through Aug. Operational expense are down. Save on operational cash flow. Down from where we would like for it to be. Target balance \$450,000-\$500,000

Current Topics: reviewed.

- Water leak repairs surface water leak on S Lakeshore Dr. and White Dogwood Analog meters replaced this month: 10
- Sewer Repairs to sewer lift station at Tri Vista
- Town of Waynesville rate Increase 7% water & 10% Sewer. Showing in October bill. Notification was sent out in September.
- New Fire Hydrant at the intersection Fairway Hills and Golf Course Rd completed soon.
- Speed detection sign was placed on South Lakeshore
- Sealed the road going across the dam.
- County Road black topped and striped. Completed.
- Bridges on County-Replace the one and Daniel Lane. Looking at replacing the second bridge maybe at a later time depends on work force for DOT.

Patching Plan: Reviewed-2023 **Most of the patching has been completed**

Paving Plan: Reviewed –2023

- Kilgore-Utility related
- Holston Village-Utility related
- Stuart Circle Completed
- Charles Wesley Rd
- Weldon Way-Completed
- Chapel Drive, Hagood & Sequoia (utility related)

Capital Improvement Plan 2023: Could change upon CDC findings or emergent needs arising.

- Chapel Drive Water Line Replacement Emergent-construction underway.
- Reservoir Pump #2 Replacement
- Service Line Replacement (Oxford) Emergent Replacement waiting on material
- Meter Replacement Program
- Reservoir Telemetry (ordered)
- AIA Grant

Capital Improvement Plan 2024 Could Change due to funding and emergent needs.

- Meter Replacement Program
- Holston Village Rd water line replacement
- Reservoir roof membrane replacement (Bid Received)
- North Lakeshore Dr (water line/valves, sewer line)
- Kilgore-County (sewer line)
- White Dogwood (water line replacement)
- Fire Hydrant & Valve Replacement
- Tri Vista Lift Station (emergent-pending estimate)

NCDOT bridge replacement let date early 2024

NCDOT Main Entrance Traffic Lights-Pedestrian Let Date March 2024

Service Charge: Motion to approve the Service Charge rate remain the same unchanged rate of .42/100 for 2024 from JACC board. To go before the Board of Trustee's Hardy Tippet made motion Chuck Lipp 2nd Show of hands for Common Consent Approved.

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

Questions: Tri Vista Lift Station: the station needs to be replaced not the pump

New Business: Susan Giles impressed with how APW is supporting the residents and community at Lake Junaluska.

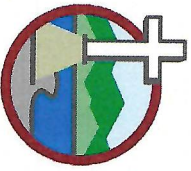
Open Forum: Ken gave update on Warren Center working on outside now will move to inside in the winter. Multi-purpose event center. Show case in April and May. Stuart Auditorium crow's nest taken down and have a new sound system. Good performance space as well as a conference space.

Meeting adjourned at 5:05 pm.

Respectfully submitted, Pam James, Recording Secretary

Junaluska Community Council

November 2023

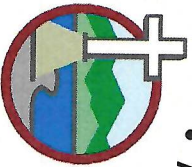


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Agenda

- **Opening Prayer**
- **Approval of Agenda**
- **Approval of Previous Minutes**
- **Public Works Director Report**
 - APW Metrics
 - Water Loss
 - APW Financial Summary
 - Current Topics
 - Capital Improvement Plans
 - NCDOT Bridge Project update
 - **2024 Service Charges (Approved)**
 - **Rules & Regulations (Approved)**
- **New Business**
- **Open Forum** – Items from community members or councilpersons.
- **Adjournment**

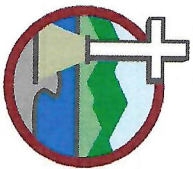


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Director's Report - Metrics

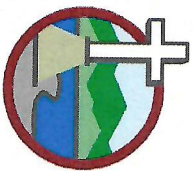
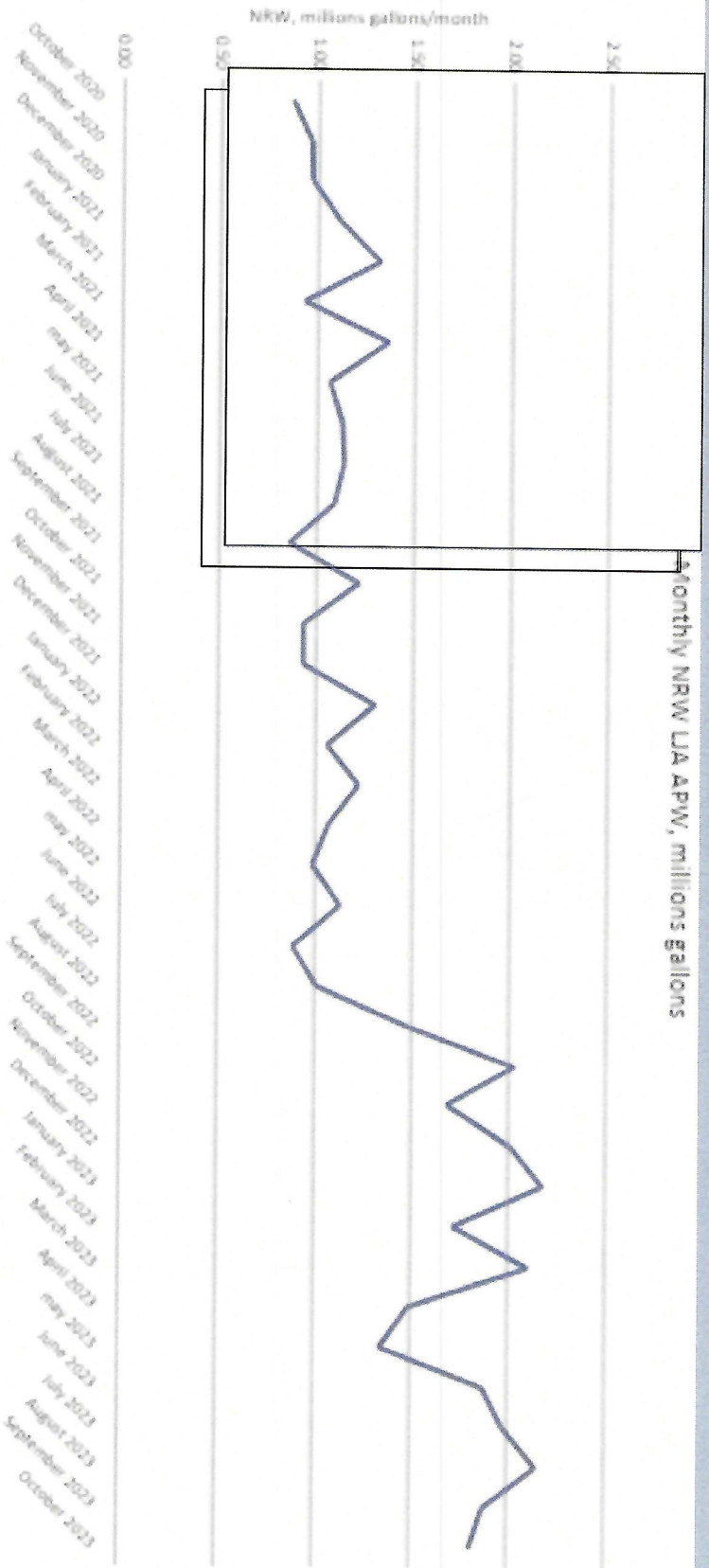
Item	Aug 2023	Sept 2023	October 2023		
Service Charges					
Total Amount Billed	2022 SC bill \$1,174,394	2023 SC bill \$1,174,394	2023 SC bill \$1,174,394		
2023-Balance Owed	\$107,109	\$92,503	\$74,180	\$18,323	63 (7 Less)
2022 -Balance Owed	\$15,131	\$14,981	\$14,981	\$0	17 accts(0 less)
2021 - Balance Owed	\$7,473	\$6,496	\$6,496	\$0	7 accts (0 less)
2020 - Balance Owed	\$9,657	\$7,972	\$7,104	\$868	8 accts (1 less)
2019 - Balance Owed	\$6,541	\$6,541	\$6,541	\$0	9 accts (0 less)
2018 -2017 Balance Owed	\$9,554	\$9,554	\$9,554	\$0	5 peo (0 less)
2016 -2013 Balance Owed	\$9,554	\$9,554	\$9,554	\$0	4 peo (0 less)
Total in Collections	\$166,454	\$149,037	\$128,410		
Water/Sewer - Non-Revenue Water					
Current Month				Quarterly Average	
-Volume in cu.ft.	87,068	95,594	105,879	Cubic Feet	Gallons
-Cost of NRW	\$5,181	\$5,688	\$6,300	96,180	719,426
12 Month Rolling Average				5,723	
Percentage of NRW-By Month	11.22%	15.85%	16.92%	14.66%	
-Average NRW in cu.ft.	181,427	172,974	166,826	173,742	
-Yearly Cost of NRW	\$178,457	\$182,550	\$178,547	\$179,851	1,299,590
** Meters on Hand-35	Mtrs placed-6	Mtrs Placed-10	Mtrs placed-0	Mtrs to place 143	
Security				Quarterly Average	
Incidents					
-Residential	24	19	31	25	
-Lake Assembly	58	40	48	49	
-Outside/Other	10	9	12	10	
Reports Typed	20	17	19	19	
Patrol Miles Driven	3,093	3,368	4,478	3,646	
Total House Checks	336	420	290		



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Water Loss Graphic



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Financial Update

January - Oct 2023

Water and Sewer Funds						
Operational Revenues		\$ 754,500	\$ 764,919	\$ 10,419		
Water	\$ 355,384	\$ 333,851	\$ (21,533)			
Sewer	\$ 391,540	\$ 423,492	\$ 31,952			
LIU reimbursement	\$ 7,576	\$ 7,576	\$ -			
Operational Expenses		\$ 662,701	\$ 657,625	\$ 5,076		
Operations	\$ 662,701	\$ 657,625	\$ 5,076			
Operational Cash Flow Balance		\$ 91,799	\$ 107,294	\$ 15,495		
PRELIMINARY						
Net Reserves Beginning Balance		\$ 196,822				
Capital Assessments	\$ 172,731	\$ 172,181	\$ (549)			
CI Assessment Water	\$ 86,935	\$ 86,577	\$ (359)			
CI Assessment Sewer	\$ 85,796	\$ 85,605	\$ (191)			
Capital Expenses 2023						
CI Assessment Water		\$ 151,177				
CI Assessment Sewer		\$ 35,699				
Projected Reserves Balance 10/31/2023		\$ 289,422				



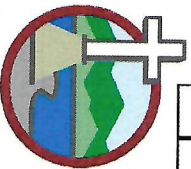
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Financial Update

January – Oct 2023

Other APW Funds	Budget	Actual	Variance
Revenues	\$ 1,008,929	\$ 1,025,755	\$ 16,826
Bulk Green Waste	\$ 2,827	\$ 2,786	\$ (41)
Solid Waste	\$ 120,360	\$ 118,308	\$ (2,052)
Service Fees	\$ 885,742	\$ 904,661	\$ 18,919
Expenses	\$ 861,800	\$ 781,054	\$ 80,747
Solid Waste	\$ 132,396	\$ 117,202	\$ 15,194
Bulk Green Waste	\$ 145,279	\$ 108,632	\$ 36,647
Streets	\$ 150,178	\$ 155,627	\$ (5,449)
Administration	\$ 200,615	\$ 174,355	\$ 26,260
Security	\$ 233,331	\$ 225,238	\$ 8,094
Operations Balance	\$ 147,128	\$ 244,701	\$ 97,573
PRELIMINARY		\$ 562,107	
Net Reserves Beginning Balance		\$ 341,797	
Capital Expenses 2023		\$ 465,012	



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Current Issues

- **Water leak repairs:**
 - Water leak @ Atkins loop
 - Water Leak @ Chapel drive&Sequoia
 - Analog meters replaced this month : 0
- **Sewer Repairs/Drainage**
 - Chapel & Sequoia new drainage
 - Sewer Mainline repair
- **Installing new mainline & services:**
 - Chapel drive
 - Sequoia drive
 - Hagood road
- **BOT Approvals**
 - Approved Service charge (2024)
 - Rules & Regulations (2023-2024) Note these are revised every two years as needed



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Drainage Boxes & Waterline

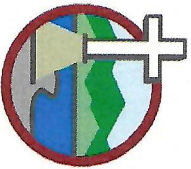


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Utility Capital Improvement Plan 2023

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Meter Replacement Program (IN-PROGRESS)	\$10,000	\$10,000	0
Reservoir Pump #2 Replacement	\$15,000		0
Chapel Drive Water / Sewer Repairs/ Construction underway	\$150,000	\$150,000	0
Service Line Rpl (Oxford) Emergent Requirement	\$4,000	\$3,000	\$1,000
Reservoir Telemetry (From 2022 CIP List) (Completed)	\$7,000	\$7,000	0
Water System / Reservoir Study AIA GRANT (Underway) (NOT INCLUDED IN TOTAL)	\$150,000	\$150,000	0
Totals	\$250,000	\$221,000	\$29,000

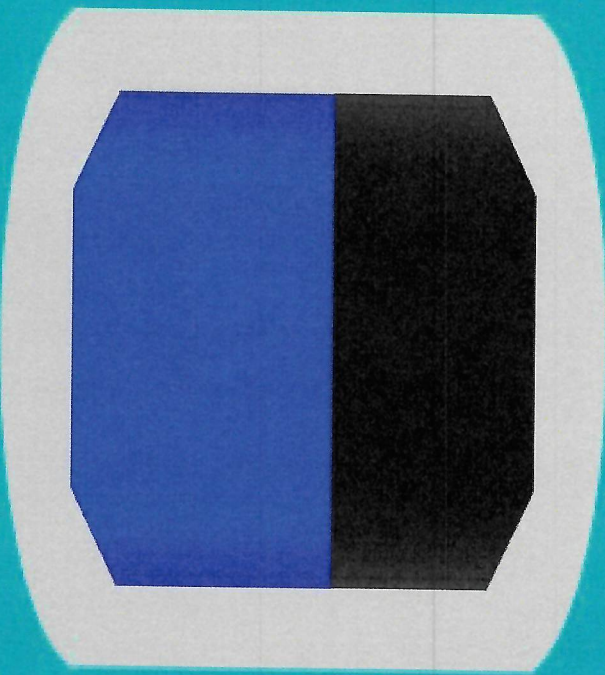


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Reservoir Telemetry

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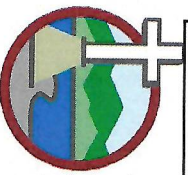
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Capital Improvement Plan 2024

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Meter Replacement Program (IN-PROGRESS)	\$10,000	\$10,000	0
Holston Village Road (water line replacement)	\$55,000	\$25,000	\$30,000
Reservoir roof membrane replacement (Bid Received)	\$22,000	\$22,000	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	
**Tri- Vista Lift Station (Pending Estimate)	\$62,000	\$62,000	0
Total	\$384,000	\$294,000	\$90,000

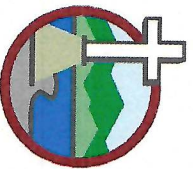


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2023 Paving Plan

- Holston Village Road – Utility related
- Kilgore Road – Utility related
- Charles Wesley Road
- Chapel Drive, Hagood & Sequoia (Utility related)
- Patched Lower Holston, Pepper & Bomac Roads (completed)

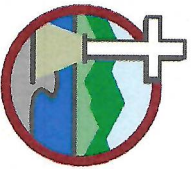


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NCDOT Projects

- **Main Entrance Traffic Lights – Pedestrian Crossing**
 - Tentative Start Date: Nov 2024
- **Pedestrian Crossings at Golf Course & Holston Village Roads**
 - Tentative Start Date: Nov 2024
- **NCDOT Bridge Replacement Project**
 - Work Estimated Start Date: Early 2025
- **County Road Bridge**
 - Completed on Nov 3, 2023



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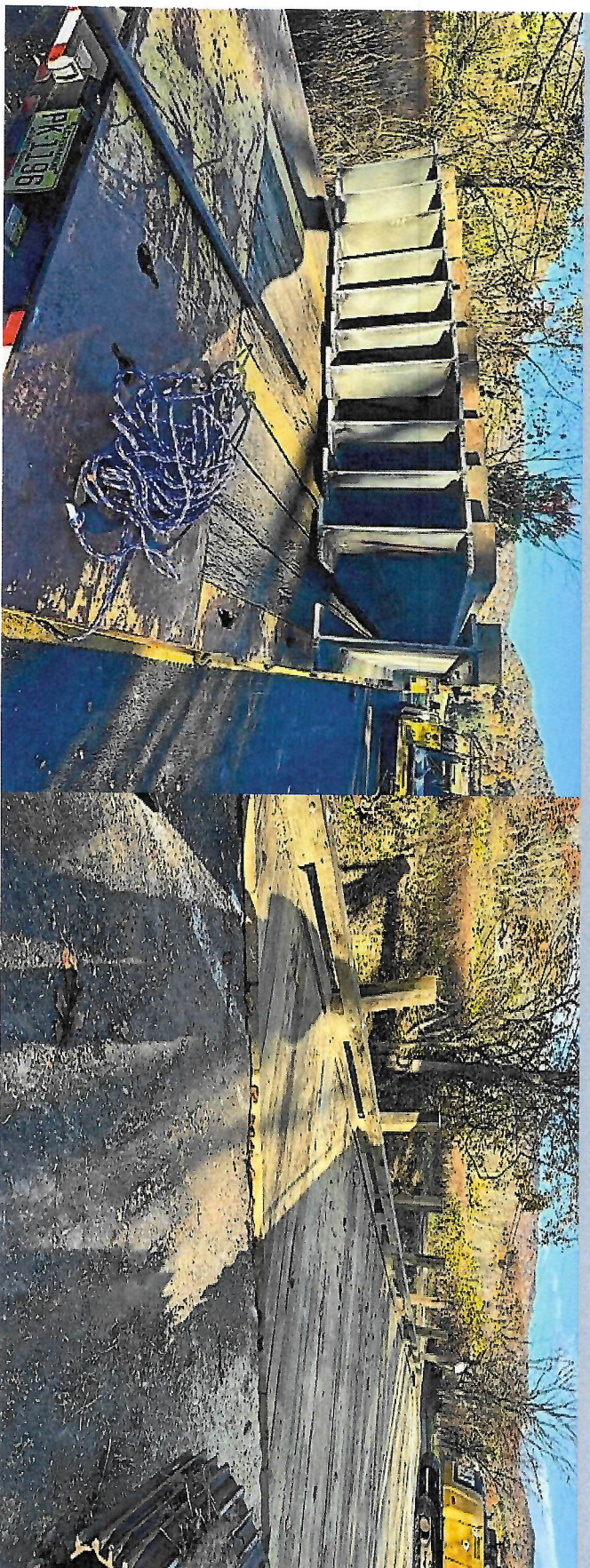
County Road Demo



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County Bridge Rebuild



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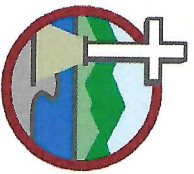
Finished Bridge



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Questions?



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Office: 828-452-5911

Security: 828-734-5575

PW On-Call: Call Security

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