



Oconee County Administrative Building-North High Shoals Room  
Atrium  
January 28, 2026 – 10:00 A.M.

## Minutes

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### Attendees

**Members:**

John Daniell  
Jim Dove  
Marty Clark  
Pat Graham  
Joey Leslie  
Mark Saxon  
Harry Sims

**Alternates:**

Rolando Alvarez  
Nathan Hester  
Chuck Horton (voting)  
Adam Layfield  
Bill Nash  
Hollis Terry  
Chris Yancey (voting)

**Others:**

Maggie Adams, JCWSA  
Matt Adamson, ACC PWD  
Amber Bailey, NEGRC  
Jason Bodwell, Jacobs  
Melissa Braswell, Oconee County  
Charles Ferguson, Atkinson Ferguson  
Kyle Holder, Jacobs  
Tom Kelley, Jacobs  
Eva Kennedy, NEGRC  
Rebecca Lindsay, Owner's Representative  
Ryan Marks  
Brian Skeens, Jacobs  
Judy Smith, Jackson County  
Al Sosebee, Jacobs

### Call to Order and Approval of November 19, 2025 Meeting Minutes

Chairman Pat Graham called the meeting to order.

**Action:** A motion to approve the November minutes was made by Jim Dove and seconded by Mark Saxon. The motion passed unanimously.

### Financial Report

Melissa Braswell, Oconee County Finance Director, presented the financial report for the period ending November 30, 2025.

**Action:** A motion to approve the Financial Report was made by Mark Saxon and seconded by John Daniell. The motion passed unanimously.

John Daniell discussed the updated purchasing policy. A motion to accept the policy with the changes that were previously recommended by the Finance Committee was made by John Daniell and seconded by Jim Dove. The motion passed unanimously.

John Daniell stated that \$30million of the bonds initially invested for construction had matured. The draw schedule will be updated based on the new construction timeline. The investment team will be contacted to reinvest these funds. No action was necessary.

### **Treatment Plant Expansion Committee Report**

Jim Dove stated that the TPE Committee had begun holding regular monthly meetings and recapped the items that had been discussed at the last few meetings.

**Action:** No action was necessary.

### **Owners' Representative Report**

Rebecca Lindsay discussed her report and presented one item requiring action by the Authority. Rebecca Lindsay discussed task order #1, amendment #3, including lagoon #3 and synchronous vfd.

**Action:** A motion to approve task order #1, amendment #3, not to exceed \$190,151 was made by John Daniell and seconded by Joey Leslie. The motion passed unanimously.

Rebecca Lindsay discussed the flashmix.

**Action:** A motion to allow Rebecca Lindsay to secure a 3<sup>rd</sup> party proposal to evaluate the flashmix arrangement was made by Joey Leslie and seconded by Mark Saxon.

The Engineering committee will research the available options regarding water fluoridation and will make a recommendation to the Authority at a later meeting.

**Action:** No action was necessary.

### **Operations & Management Report**

Al Sosebee introduced Kyle Holder and discussed plant operations. He gave the Authority an update on procurement, major maintenance, and additional activity at the treatment plant.

**Action:** No action was necessary.

### **Executive Session**

There was no need for an Executive Session.

### **Public Comment**

There were no public comments.

### **Other Business**

Attorneys are gathering data on silt in the reservoir and will secure a third party to evaluate the situation.

**Action:** No action was necessary.

Chairman Graham introduced Rolando Alvarez and Bill Nash as new UOBWA members.

**Adjournment**

Chairman Graham adjourned the meeting at 10:37 a.m.

Amber Bailey  
Amber Bailey

NEGRC Executive Assistant

03/25/26  
Date of Approval

**Upper Oconee Basin Water Authority**  
**Bear Creek Dam, Reservoir and Water Treatment Facilities**  
**Operation and Maintenance Report**  
**January 28,2026**

Plant continues to operate within regulatory requirements with no issues since last meeting.

Reservoir level – Full Pool at 695’

Average daily treated water flow of 10.93 MGD of potable water pumped to the distribution system in December 2025 compared to 7.14 MGD in December 2024.

We are utilizing the latest demand projections provided by the Member Governments in the drought model for the Weekly Reservoir Report. A summary of projections versus actual for each MG is provided as Attachment A for review.

#### Procurement

- Provided Purchase Order for High Service roof recoating, awaiting weather stability to complete

#### Major Maintenance

- Rebuilt corrosion inhibitor pump
- Repaired High Service Electrical building AC
- Replaced Clarivac priming system

#### Additional Activity

- Submitted Tier II chemical inventory to EPA
- Updated Risk and Resiliency plan
- 213 preventative work orders completed versus 14 corrective work orders completed in December

**BOARD ACTIONS REQUESTED / RECOMMENDED**

- 1. Review/vote on updated Purchasing Policy distributed by Ms. Bailey on 12/15/2025.**
- 2. Review/vote on Jacobs' task order extension regarding evaluation of the VFD "synchronous transfer" alternative. Reference item A.3 herein and proposed Amendment #3 from Jacobs.**
- 3. Discuss Senator Ossoff grant funding and next steps.**
- 4. Discuss/authorize 3<sup>rd</sup> party evaluation of Flash Mix arrangement.**



**UOBWA 01/28/2026 Board Meeting  
Owner’s Representative Status Outline**

<b>A. DESIGN COORDINATION</b>			
<b>Topic</b>	<b>Prior (11/19) Ball-in-Court (BIC) / Status</b>	<b>Current Ball-in-Court (BIC) / Status</b>	<b>Notes</b>
1 - Awaiting current and/or updated Schedule from Jacobs alongside finalized (“Bid Ready”) project manual.	7/23: BIC Jacobs to provide Schedule.	<b>BIC Jacobs</b> ; reconciliation of design conflicts and outstanding comments underway, including updated Schedule development.	Jacobs submitted 100% design drawings and technical specifications (excluding Sequencing Plan and Comment Log) on 10/17. Comment Log subsequently submitted by Jacobs on 11/25, but Log is not representative of 100% stage completion. Schedule update also pending by Jacobs. UOBWA review on-hold pending resolution of key design issues (as outlined separately herein) and finalizing Comment Log.  <i>Previous “Bid Ready” target date was 11/15.</i>
2 - Requested Fee Worksheet Detail for Jacobs’s proposed Task Orders.	7/23: BIC Jacobs to provide Fee Worksheet detail.	<b>BIC Jacobs: Jacobs advised Lindsay Engineering on 1/6 that proposed SDC Task Order worksheet is being updated to reflect scope adjustments and to capture assumptions.</b>	Awaiting Fee Worksheet detail from Jacobs on balance of original Amendment #2 and TO#4, to support negotiation of contract extensions. UOBWA seeks to confirm scope/fee extensions for core engineering Services During Construction (SDC) as priority.
3 - Requested partial design	<b>BIC Jacobs:</b> In 12/17 TPE	<b>BIC Jacobs:</b> In 01/08 Engineering Committee	Lindsay Engineering will advise UOBWA



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<p>deliverable documents to support partial (%) credits for halted work.</p>	<p>Committee status review meeting, UOBWA asked Jacobs to take a fresh look at the alternatives analyses related to halted work (flash mix, lime, CO2); UOBWA also emphasized the expectation that alternatives such as pump drives selection/ architecture be sufficiently vetted and discussed to inform decisions. Jacobs committed to support UOBWA in this initiative.</p>	<p>meeting, the singular flash mix alternative was the focus of discussion. However, a cost analysis has not been completed, to support a full understanding of the impact of this alternative. It affects both capital and long-term O&amp;M costs. Jacobs is drafting a task order proposal to provide a NPV analysis. Capital cost development was already included in the previously-authorized scope extension.</p> <p>Jacobs also submitted an emailed scope change request (1/7) to address the VFD architecture and “synchronous transfer” concept. This request will be discussed in 1/14 TPE Committee Meeting.</p>	<p>with recommendation on settling of Jacobs credits after Jacobs “fresh look” at alternatives and documentation submittal is complete.</p>
<p>4 - Lagoon #3 evaluation and design status.</p>	<p>12/5: Jacobs submitted a plan concept for Lagoon #3 along with a high level OPCC per TO#1. Technical basis-of-design information is anticipated to confirm sizing.</p>	<p><b>BIC Jacobs;</b> Jacobs is working on a technical memorandum to capture the design basis for Lagoon #3. UOBWA has also requested a proposal from Jacobs to complete the design (pending BOD confirmation) and incorporate in the Expansion project contract documents.</p>	<p>Calcium Thiosulfate expansion (at the lagoons) will be revisited as part of Jacobs proposal to bring Lagoon #3 into the contract documents. Discussions are underway with Jacobs about decoupling Lagoon #3 from the balance of the contract documents initially (addressing by addendum/CO) to expedite advertisement.</p>
<p>5 – Working to establish clearer definition of deliverables (in</p>	<p>Coordination ongoing; no updates to report.</p>	<p><b>BIC Jacobs:</b> Lindsay Engineering provided Jacobs with a suggested template defining level-of-</p>	<p>Lindsay Engineering discussed with Jacobs the need for more explicit</p>



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<p>future task order) as well as standards / expectations for milestone completions.</p>		<p>development supporting various design milestones. Agreeing on baseline expectations, moving forward, is expected to benefit both parties.</p> <p>Jacobs confirmed (1/9) that they are vetting this document and concur with the benefit of a defined framework.</p>	<p>itemization of deliverables in future task orders, along with agreed guidelines or framework defining progress phase deliverables (e.g. what constitutes 60%). Refer to Item #3 above for granular examples.</p>
<p>6 – Coordination with Southern Flow (SF) in PICS services.</p>	<p>BIC Jacobs (9/22) to (1) provide draft “standards” SCADA screens; (2) to confirm design updates from 90% review phase for updated SF proposal and hardware/ software Allowance (including capture of agreed cost-savings propositions); and (3) to incorporate Maint. Bldg. fiber run into plans.</p>	<p><b>BIC Jacobs;</b> in-progress with (2), to left.</p>	<p>Pending confirmation of completion for 100% review. See Item #1 above.</p>
<p>7 – Review of Jacobs’s summary notes and action items list from 6/27 “Front End Documents” workshop.</p>	<p><b>BIC UOBWA:</b> Assimilating input on Front Ends; in-progress barring updates as noted to left.</p> <p><b>BIC Jacobs:</b> A deliverable milestone schedule is needed to facilitate planning and coordinated reviews; 100% design can’t be fully reviewed without sequencing plan.</p>	<p><b>BIC Jacobs/UOBWA;</b> in-progress.</p>	<p>(from 9/24) Various important Front End elements, such as the Construction Sequencing Plan and Asset Management Inventory Requirements, are not in the current review package and will need to be incorporated into a separate dedicated review with the 100% design documents.</p> <p>Lindsay Engineering has also asked that Jacobs consider the</p>



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			merit of a phased substantial completion framework (such as a Phase 1 SC contract date for getting the new HSPS operational).
8 - EMC / GA Transmission collaboration	<p>BIC Jacobs: Coordination with EMC/Georgia Transmission underway to complete the design including considerations for construction temporary power.</p> <p>BIC Lindsay Engineering: Communicating with EMC regarding their need for security lighting at the substation.</p>	<p><b>BIC Jacobs:</b> The EMC is preparing to implement electrical supply improvements needed to support the Expansion. Meanwhile, Jacobs will be revisiting the VFD architecture (reference item A.3 above), which may result in increased needs from the EMC.</p>	<p>UOBWA (Engineering Comm. Chair) reached out to the EMC 1/6 to inquire if a larger transformer could be made available to us, to optimize the design of the new pump drive electrical architecture. Lindsay Engineering followed up with the EMC 1/13 to confirm next steps on addressing this request.</p> <p>GA Transmission field survey complete.</p>
<b>B. CONSTRUCTION PHASE / FUNDING</b>			
<b>Topic</b>	<b>Prior (11/19) Ball-in-Court (BIC) / Status</b>	<b>Current Ball-in-Court (BIC) / Status</b>	<b>Notes</b>
1 - \$1M grant from the Senate Office.	<p>BIC UOBWA/EPA: EPA responded (9/18) to UOBWA requesting additional information to support consideration of proposed project design allocation.</p>	<p><b>BIC UOBWA/Lindsay Engineering:</b> UOBWA was previously discussing applying EPA funds backwards, towards expended engineering costs. However, since the caustic tank failure, focus has shifted to exploring chemical tank material purchase instead. Lindsay Engineering is coordinating with Jacobs to obtain budgetary pricing for tank replacement/rehabilitation. Anticipating quotes from Augusta Fiberglass in</p>	<p>EPA/UOBWA coordination in progress: Engineering Committee /Lindsay Engineering communicating with EPA to facilitate consideration of the selected project (e.g. engineering services or chemical tank material purchase).</p>



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		advance of 1/28 Board Meeting.	
2 - Jacobs proposed TO#4 (Services During Construction) breakdown and negotiation.	9/24 BIC Jacobs: Jacobs to provide UOBWA with proposed fee breakdown to support detailed negotiation. Lindsay Engineering has asked Jacobs to consider a more targeted approach to construction phase staffing (as opposed to blanket staffing through duration of construction), as well as the opportunity to engage supplemental operations staff on light observations such as witnessing pressure tests.	<b>BIC Jacobs:</b> No updates to report. Jacobs in progress developing new draft TO#4 with associated fee breakdown detail, capturing UOBWA-directed changes (e.g. having GC responsible for the project control software management and automated workflow/review assignment; shifting from resident inspection to targeted inspection services, potentially leveraging supplemented operations time; eliminating costs associated with bringing current O&M manual up-to-date for existing facility).	Jacobs provided scan of current O&M Manual on 9/12. Review of Jacobs's proposal for O&M Manual Update will commence upon receipt of fee details. Bringing the existing manual up to current conditions will not be an additional cost to UOBWA. Jacobs has also indicated that they plan to propose on a more cost-effective electronic O&M, leveraging a different internal team's capacity.  "Core" engineering support services during construction will be evaluated separately from other construction phase services.
<b>C. OPERATIONS / FINANCE</b>			
<b>Topic</b>	<b>Prior (11/19) Ball-in-Court (BIC) / Status</b>	<b>Current BIC / Status</b>	<b>Notes</b>
1 - Re-examining Purchasing Policy, workflow implementations, and opportunities for improved budget management.	BIC UOBWA (Finance Committee)/ Lindsay Engineering: Oconee County prepared a draft revision to the Purchasing Policy (update provided in 7/23 Board Meeting). Consensus was to gain more experience (time)	<b>BIC UOBWA/ Finance Committee:</b> Policy update draft circulated on 12/15. Discussion and potential vote anticipated at January Board Meeting.	Draft update to Purchasing Policy proposed to be vetted by Finance Committee in tandem with the budget updating process, prior to presentation to the Board for consideration.  Existing Policy is considered active and operational (per 11/19



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	processing invoices to better inform appropriate updates or gaps in the Policy, prior to finalizing draft for consideration to adopt.		Board Meeting confirmation) until new Policy is adopted.
2 - HSPS VFD failure event;  (New item) Caustic tank failure and rehabilitation	BIC Jacobs/Lindsay Engineering: Coordination beginning to develop updated draft Ops Contract including language to establish a clearer mechanism for engagement of the Jacobs technical/design team when needed.	<p><b>BIC Jacobs/Lindsay Engineering:</b> Coordination underway. New Jacobs Ops Leader (Jill Achee) and Rebecca Lindsay having weekly progress calls. Brad Lanning is transitioning out of his role; Jill Achee and Al Sosebee are leading the Jacobs operations team.</p> <p>Jill and Al developed a excellent draft Monthly Report for UOBWA's feedback, to promote transparency and communication. Draft Monthly Report to be discussed in 1/14 TPE Committee Meeting.</p>	<p>Advisement pending from Jacobs team on optimizing the VFD selection and architecture (per item A.3 above). Depending on these findings, the current size of the VFD room may be deemed sufficient.</p> <p>Evaluation of tank rehabilitation / replacement needs and budget forecasting underway. (Awaiting proposal from August Fiberglass; underway and expected before 1/28 Board Meeting.)</p> <p>Remaining useful life of both VFDs and chemical tanks in review.</p>
3 – Coordination with Jacobs Operations team in support of chemical optimization testing.	BIC Jacobs/Lindsay Engineering: Proceed with PACl (alternative coagulant) trial as approved by the Board on 11/19.	<p><b>BIC Jacobs/Lindsay Engineering:</b> Continue with PACl (alternative coagulant) full scale trial, monitoring cost and performance impacts. Prepare to conclude 6-month cold season testing in May, transitioning to a 6-month warm season trial continuation. Performance results thus far are strong.</p>	<p>EPD approved alternative coagulant full-scale pilot plan.</p> <p>Annual chemical bids received in mid-November 2025, and awarded to low bidders in November Board Meeting for 1-year cycle.</p>



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			Board also voted in November meeting to proceed with PACl (alternative coagulant) chemical trial on NTE basis for up to 1 year (6 month cold season, 6 month warm season). Trial is underway.
4 – Operations Contract Renewal and Updating.	9/24 <i>BIC Jacobs</i> : Lindsay Engineering has requested that Jacobs draft an update to the current operations contract in early 2026, capturing detail on Jacobs responsibilities including clearer itemization of routine off-site activities, and removing language for deleted scope (such as permit management).	<b>BIC Jacobs</b> : Draft contract update discussions underway. Jacobs is regularly meeting with Lindsay Engineering to discuss progress and edits and anticipates having an initial draft updated contract (fully revamped) by 2/2. Target is to vet this draft in preparation for formal Board discussion at regular May meeting.	A 1-year ops contract extension was authorized by the Board on 9/24. Draft updates targeted for completion Q1 of 2026, in preparation for next renewal cycle.
5 – Budget, CAM, and CARFF update.	BIC UOBWA/ Finance Committee: Draft projections pending discussion and adoption.	BIC UOBWA/ Finance Committee: Documents approved by Board vote 11/19. Amendments to be handled in 2026 as-needed.	Lindsay Engineering is coordinating with Jacobs to capture improved engagement by ops team in these updates; clarified contract language and reporting anticipated.  Operations' new Draft Monthly Report (see item C.2 above) captures substantial progress in tracking and managing capital and maintenance needs.
5 – Roof Rehabilitation / Replacement.	BIC Jacobs: Four (4) HSPS roofing quotes and approaches	<b>BIC Jacobs/Lindsay Engineering</b> : As part of the HSPS roofing investigation,	Preliminary update targeted for 1/14 TPE Committee Meeting.



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	<p>were discussed in the TPE Committee Meeting on 12/17. Based on those discussions, a 5<sup>th</sup> quote was solicited and distributed by Lindsay Engineering on 12/19. Consensus was confirmed to proceed with the CentiMark proposal as presented on 12/17. Jacobs Operations is coordinating with CentiMark for execution.</p>	<p>it was recognized that other building roofs at the WTP may require rehabilitation or replacement. CentiMark was asked to conduct an inspection of those buildings and provide their recommendations and proposal. CentiMark is visiting the WTP 1/13 to review their assessment and proposed approach. Lindsay Engineering will be providing an update and supporting recommendation to UOBWA.</p>	
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**D. PERMITTING AND COMPLIANCE**

<b>Topic</b>	<b>Prior (11/19) Ball-in-Court (BIC) / Status</b>	<b>Current BIC / Status</b>	<b>Notes</b>
<p>1 - Reservoir management policies and responsibilities.</p>	<p>9/24 BIC Jackson County /UOBWA: Lindsay Engineering has communicated with Attorney Ferguson and Jackson Co PW regarding coordination and update needs related to the current Reservoir Management Plan and supporting policies/workflows. <i>Coordination workshop pending.</i></p> <p>Lindsay Engineering confirmed with EPD that no regulatory-driven Plan updates are currently required. Posting of Plan on updated</p>	<p><b>BIC Jacobs/ Lindsay Engineering:</b> Permit management is currently in the Jacobs Operations Contract, and is one of several items that warrants revision or clarification in 2026 negotiations. Edits in discussion.</p>	<p>Jacobs has been a tremendous help in addressing the beaver habitats affecting the reservoir.</p>



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	website eliminates permit forms/attachments under Jackson County purview, for clarity.		
2 – EPD Water Withdrawal Permits renewal.	BIC EPD: Renewal application is in EPD's review queue. Dr. Wei Zeng has engaged with the EPD review team to facilitate continuity.	<b>BIC EPD:</b> No updates to report.	UOBWA and EPD conducted a status meeting on 8/28. EPD confirmed receipt of supplemental information provided by Lindsay Engineering 9/19.
3 – Reservoir Dredging.	BIC UOBWA: Resolution of reservoir dredging need, source, and funding is in discussion. Attorney Ferguson engaging outside counsel.	<b>BIC Attorney Jason McLarry:</b> Attorney Ferguson and Rebecca Lindsay participated in a teleconference with Attorney McLarry, supporting counsel, on 1/7. Attorney McLarry is investigating the sedimentation concern.	Investigation of reservoir sedimentation source and resolution approach underway.
4 – New UOBWA.org domain.	BIC UOBWA: Sunsetting of prior domain.	<b>BIC UOBWA:</b> Rebecca discussing with Eva in preparation for update and recommendation regarding domain sunsetting and a record file storage procedure and hierarchy in the new cloud space. Board consensus will be needed.	New website is live! Thank you Eva Kennedy.  Automatic email forwarding from a general inbox is established (to a core group of UOBWA team).  Cloud space is established to allow shared file storage.