

Junaluska Assembly Community Council Meeting Minutes

August 8, 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(Via Zoom), Hardy Tippett, Mike Jordan, Grace Gattis, Randy Carlson

Staff: Carroll Woody, Pam James

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

Opening Prayer: Ed LaFontaine led the opening prayer.

Approval of Agenda: David Hanson made motion Randy Carlson seconded. Approved August 2023 Agenda by common consent.

Approval of Minutes: Hardy Tippett made a motion to approve the minutes, Chuck Lipp seconded. Approved June 2023 minutes by common consent.

Mike Jordan is going to resign to go traveling with his family. Grace Gattis will represent the Shackford District.

Welcome Carroll Woody Jr

Director's Report: Carroll Woody Jr

- Key metrics reviewed. Collecting 2023 Service Charge reviewed we are ahead of 2022 in our collections.
- Non-Revenue water percentage is down from 15.85% to 13.48%. 21 to 22 % better than 2022. 10-12 meters on hand at this time. Chuck Lipp would like to add the meter count to the metrics report.
- Security reviewed. Mike Shuler Incidence are staying about the same. We have more residence back at this time.
- Financial Update reviewed for service charge. Spent some money recently for the culverts, guardrail, security vehicle and a loader. We are at a balance of a little less than we would like to have but we are in good shape.
- Water / Sewer Not spent as much as projected. Governed by NCUC. A balance of \$337,239. Utility Capital Improvement plan Chapel Drive Water line has become an emergent requirement. It is not related to the Colonial. But they will be responsible for most of the paving. Chapel Dr is some of the oldest water lines at the lake.

Current Topics: reviewed.

- Water leak repairs No water leak repairs in July. Analog meters replaced this month 6
- Town of Waynesville upcoming Rate Increase 7% water & 10% Sewer. Request is at NCUC. Letter in August bill. So will start on October bill for September.
- New Fire Hydrant at the intersection Fairway Hills and Golf Course Rd completed soon.

- Speed detection sign in office for S Lakeshore. Up in August.
- Final speed hump between Anne Street and the foot bridge.
- We have a paving patch list and are at this time patching throughout the Lake Grounds. Please let us know if you see something that needs attention. Paving patch small places and use Frost paving in there blank space they call and we give them the lists.

Paving Plan: Reviewed –2023

- Branscomb – completed.
- North Lakeshore-completed
- Shackford Hall-Completed
- Kilgore-Utility related
- Holston Village-Utility related
- Stuart Circle have to do some drainage work
- Charles Wesley Rd
- Weldon Way

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

- Chapel Drive Water Line Replacement Emergent
- Meter Replacement Program
- Last section of Holston Village Road
- Membrane on Reservoir low priority
- N Lakeshore-water and sewer lines
- Kilgore to County Sewer line
- White dogwood old line and undersized may have to move to 2024
- Fire Hydrant & Valve Replacement
- Skid steer replaced

NCDOT bridge replacement may start in Spring 2024, will probably no impact until 2025

NCDOT Main Entrance Traffic Lights-Pedestrian Tentative Start Date Early 2024

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](http://www.lakejunaluskacommunity.com)

Questions: Is NCDOT going to do noise abatement in the Hickory Hill area. NCDOT are going to place trees that make buffers. That area does not qualify for the sound barriers. Planting of the trees are along the highway.

Red light out at the campground yes that should be in early 2024. Will be a 4-way lighted intersection with pedestrian activated crossing.

New Business: None

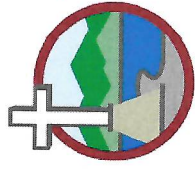
Open Forum:

Meeting adjourned at 4:35 pm.

Respectfully submitted, Pam James, Recording Secretary

JUNALUSKA COMMUNITY COUNCIL

September 2023

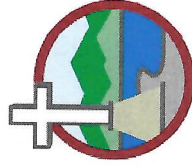


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Agenda

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



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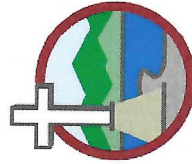
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Director's Report - Metrics

Assembly Public Works Director's Report - Metrics

Item	June 2023	July 2023	Aug 2023	\$ Less than Prev Mth # Accts/People Less
Service Charges	2023 SC bill	2023 SC bill	2022 SC bill	
Total Amount Billed	\$1,174,394	\$1,174,394	\$1,174,394	
2023 - Balance Owed	\$145,721	\$129,314	\$107,109	\$22,205
2022 - Balance Owed	\$16,454	\$16,380	\$15,131	\$1,249
2021 - Balance Owed	\$8,342	\$7,473	\$7,473	\$0
2020 - Balance Owed	\$12,346	\$11,642	\$9,657	\$1,985
2019 - Balance Owed	\$7,473	\$7,473	\$6,541	\$932
2018-2017 Balance Owed	\$11,293	\$11,293	\$9,554	\$1,435
2016-2013 Balance Owed	\$10,989	\$10,989	\$9,554	\$0
Total in Collections	\$212,617	\$194,564	\$166,454	
Water/Sewer - Non-Revenue Water				
Current Month				
- Volume in cu.ft.	95,594	84,344	87,068	
- Cost of NRW	\$5,688	\$5,018	\$5,181	
12 Month Rolling Average				
Percentage of NRW-By Month	15.85%	13.48%	11.22%	
- Average NRW in cu.ft.	209,702	197,602	181,427	
- Yearly Cost of NRW	\$176,685	\$182,550	\$178,457	
Security				
Incidents				
- Residential	36	40	24	
- Lake Assembly	221	201	58	
- Outside/Other	21	16	10	
Reports Typed	22	27	20	
Patrol Miles Driven	3,296	3,558	3,093	
Total House Checks	90	336	336	
				Quarterly Average
				Cubic Feet
				89,002
				5,296
				13.51%
				196,244
				\$179,231
				Quarterly Average
				32
				171
				17
				21
				3,360
				Gallons
				665,735
				1,467,905

REMEMBER TO CHECK FORMULAS!!!

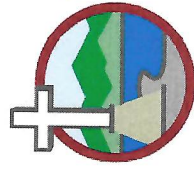
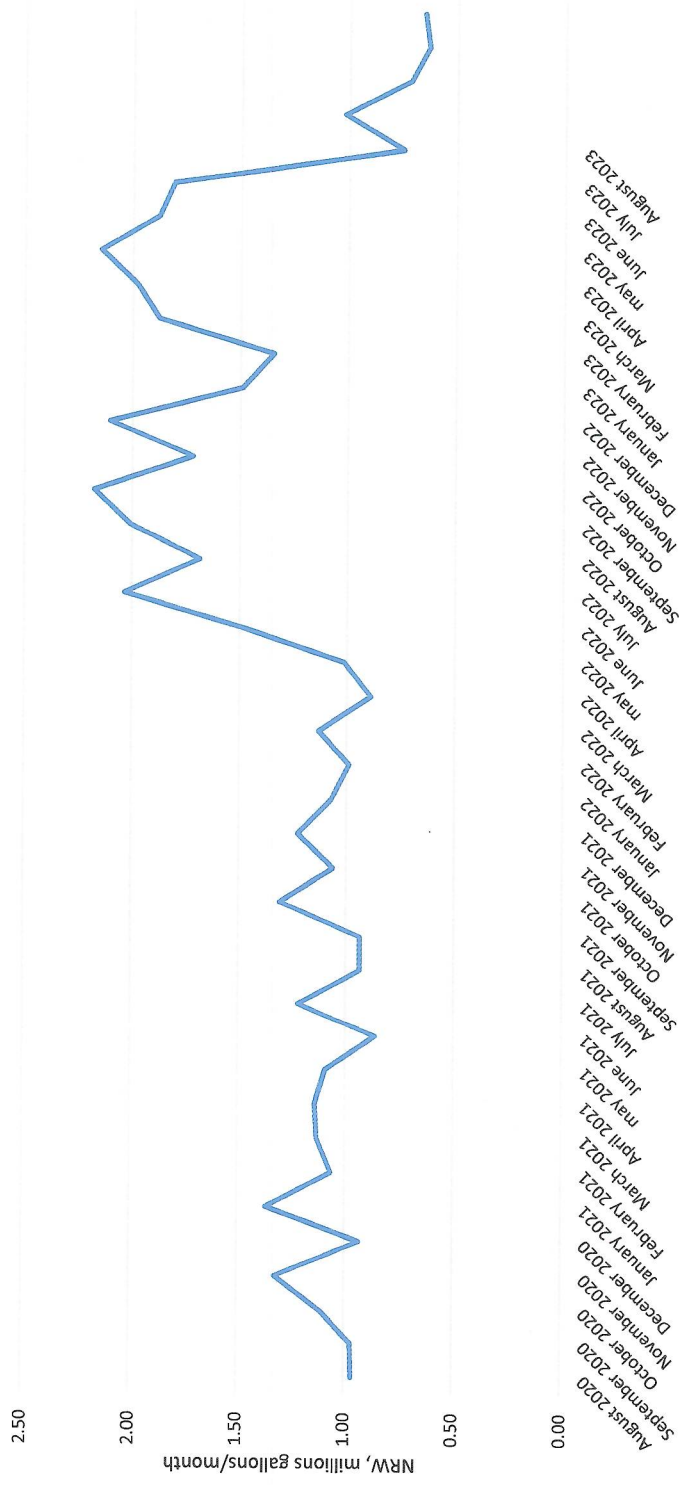


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Water Loss Graphic

Monthly NRW LJA APW, millions gallons

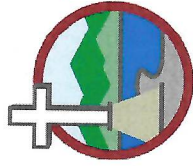


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Current Issues

- **Water leak repairs:**
 - Water leak @2237 S. Lakeshore Drive
 - Analog meters replaced this month: 6
- **Sewer Repairs**
 - Sewer Lift Station
- **Town of Waynesville – upcoming rate Increases**
 - 7% Water & 10% Sewer
 - Pass-Through Request is at NCUC (notification sent September Billing)
- New fire hydrant at the intersection Fairway Hills & Golf Course Road – **Waynesville TBD**
- Speed Detection Sign on South Lakeshore. **Installed**
- **Sealed the road at the Dam**
- County Road black topped and striped



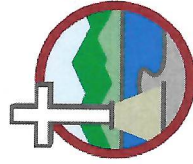
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Financial Update

January - July 2023

	Budget	Actual	Variance
Water and Sewer Funds			
Operational Revenues	\$ 518,112	\$ 509,305	\$ (8,808)
Water	\$ 243,807	\$ 222,909	\$ (20,898)
Sewer	\$ 269,002	\$ 281,092	\$ 12,090
LJA reimbursement	\$ 5,303	\$ 5,303	\$ -
Operational Expenses	\$ 462,024	\$ 431,885	\$ 30,139
Operations	\$ 462,024	\$ 431,885	\$ 30,139
Operational Cash Flow Balance	\$ 56,088	\$ 77,420	\$ 21,331
PRELIMINARY			
Net Reserves Beginning Balance	\$	\$ 196,822	
Capital Assessments	\$ 120,912	\$ 120,502	\$ (409)
CI Assessment Water	\$ 60,855	\$ 60,576	\$ (279)
CI Assessment Sewer	\$ 60,057	\$ 59,927	\$ (130)
Capital Expenses 2023			
CI Assessment Water	\$	\$ 38,965	
CI Assessment Sewer	\$	\$ 14,549	
Projected Reserves Balance 05/31/2023		\$ 341,230	



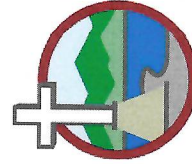
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Financial Update

January – July 2023

Other APW Funds	Budget	Actual	Variance
Revenues	\$ 706,330	\$ 719,584	\$ 13,254
Bulk Green Waste	\$ 1,979	\$ 2,220	\$ 242
Solid Waste	\$ 84,252	\$ 84,418	\$ 166
Service Fees	\$ 620,099	\$ 632,946	\$ 12,847
Expenses	\$ 611,444	\$ 528,055	\$ 83,389
Solid Waste	\$ 96,288	\$ 81,969	\$ 14,319
Bulk Green Waste	\$ 103,768	\$ 78,333	\$ 25,435
Streets	\$ 103,559	\$ 98,105	\$ 5,454
Administration	\$ 142,578	\$ 117,748	\$ 24,831
Security	\$ 165,251	\$ 151,900	\$ 13,351
Operations Balance	\$ 94,886	\$ 191,529	\$ 96,643
PRELIMINARY		\$ 562,107	
Net Reserves Beginning Balance		\$ 324,674	
Capital Expenses 2023		\$ 428,963	

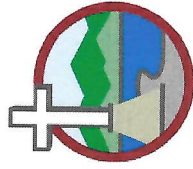


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Current Pavement Patching List

- Oxford Road - Utility Patch
- South Lakeshore at Harmon – Road edge deterioration
- Ponder Lane – two patch areas
- Kammerer – Major road edge deterioration/Sewer line repair
- Anne Street – Road edge deterioration
- Junaluska Lodge – Driveway Aprons (Conference Ctr \$)

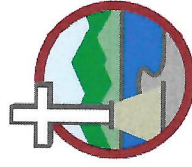


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2023 Paving Plan

- Branscomb Drive – Completed May 18, 2023
- North Lakeshore – Completed April 2023
- Shackford Hall Road – Completed April, 2023
- Holston Village Road – Utility related
- Kilgore Road – Utility related
- Stuart Circle
- Charles Wesley Road
- Weldon Way

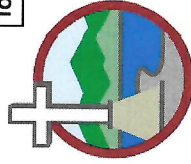


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Utility Capital Improvement Plan 2023

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Meter Replacement Program (IN-PROGRESS)	\$10,000	\$10,000	0
Campground Vault Removal / Replacement Meter & Valve (Completed)	\$8,000	\$8,000	0
Reservoir Pump #2 Replacement	\$15,000	\$15,000	0
Chapel Drive Water / Sewer Rpl/ Emergent Requirement	\$150,000	\$150,000	0
Service Line Rpl (Oxford) Emergent Requirement	\$4,000	\$3,000	\$1,000
Compact Loader 1/2 of cost Shared use with Public Works Emergent Requirement (Complete)	\$56,000	\$28,000	\$28,000
Reservoir Telemetry (From 2022 CIP List)	\$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

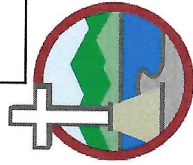


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Utility Capital Improvement Plan 2024

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	
Total	\$322,000	\$232,000	\$90,000

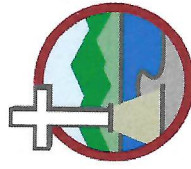
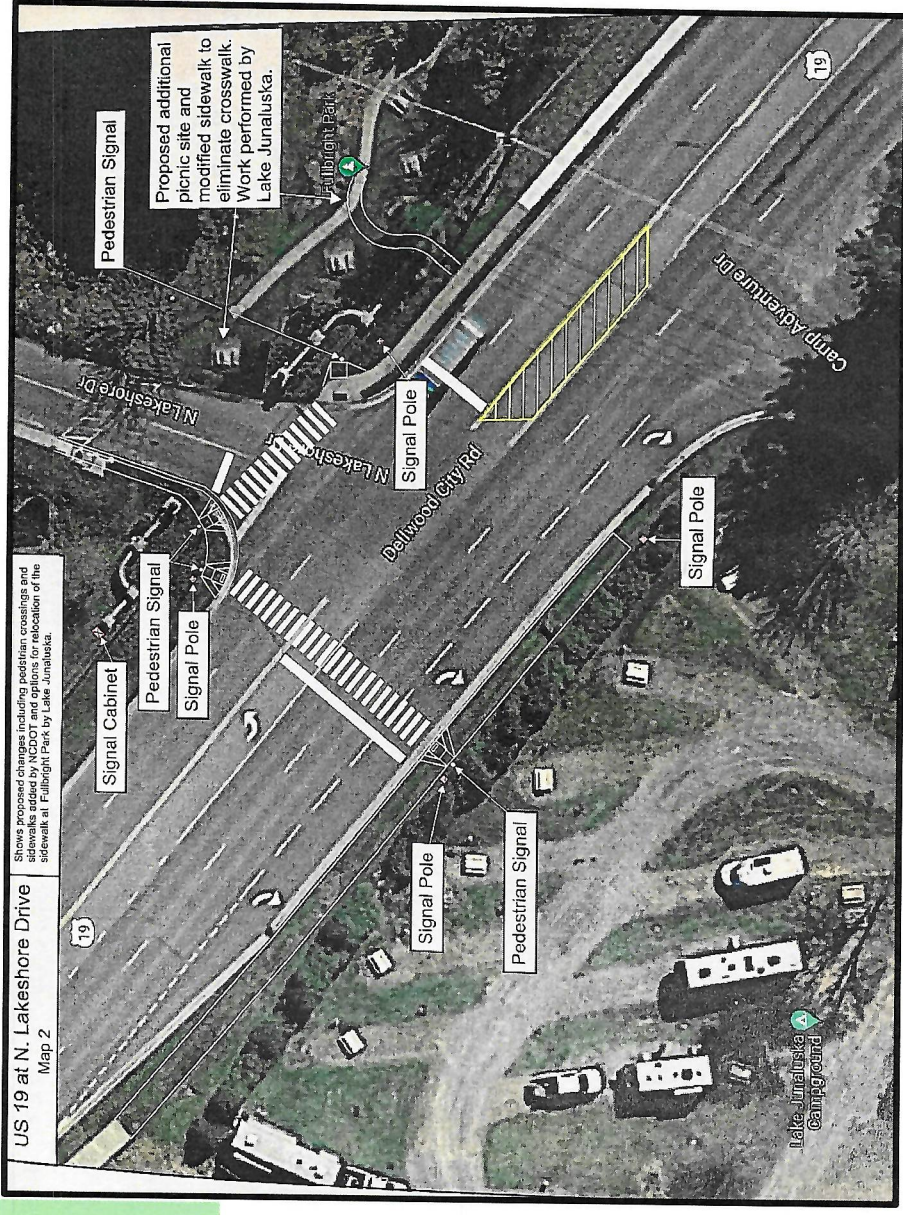


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NCDOT Main Entrance Traffic Lights – Pedestrian Crossing

- Briefed to Funding Board
(June 2023)
- Tentative Start Date Early
2024

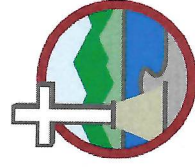
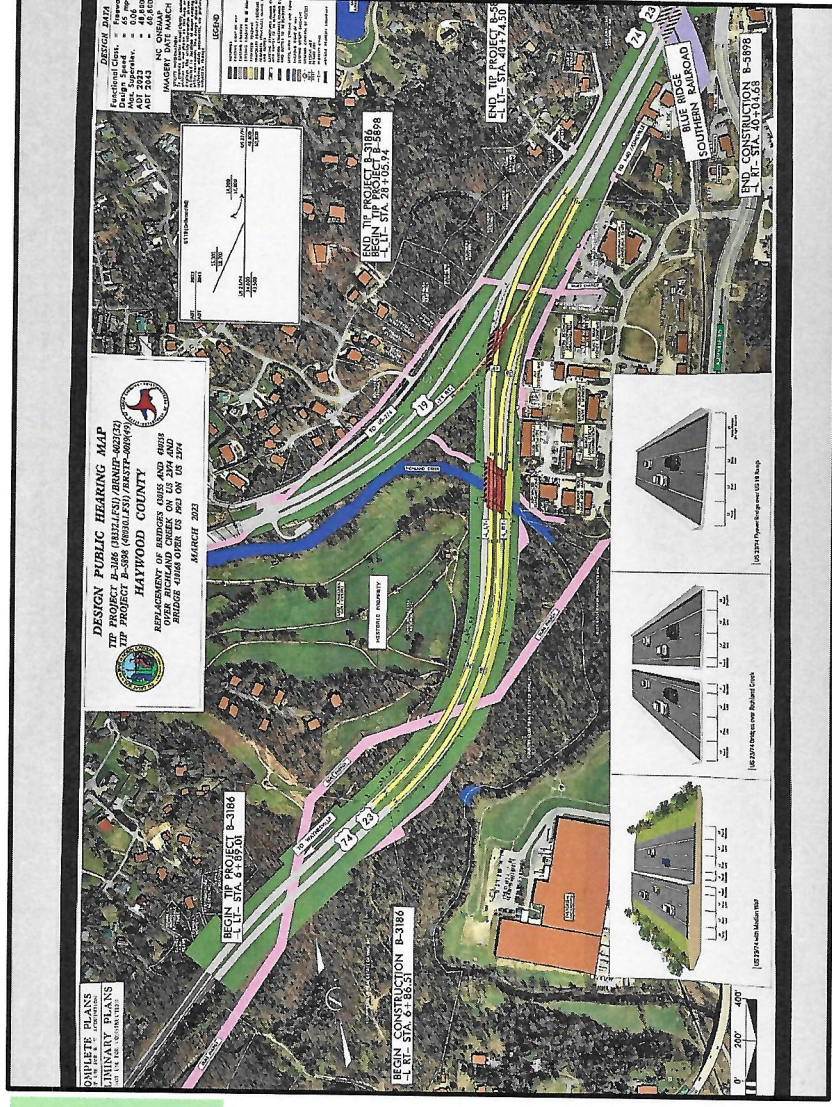


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NCDOT Bridge Replacement Project

- Contract Let Date: December 2023
- Work Estimated Start Date: Spring 2024
- 1st Phase will be the Temporary Road/Bridge near the Industrial Park side
- Possible Hwy 19 Eastbound closure for 1 month in 2025
- Phasing of the project will be up to the selected contract



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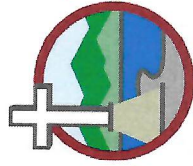
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