

Coweta County Water & Sewerage Authority

February 8, 2019

The Coweta County Water and Sewerage Authority held its monthly meeting on Friday, February 8, 2019, in the board room at the Coweta County Water & Sewerage Authority. The following individuals were present: Vice Chairman Mr. Tim Higgins, Secretary Ms. Laurie Bartlett, Co-Treasurer Dr. Marc Guy, Co-Treasurer Mr. Larry Kay, Ms. Melissa Griffis (Attorney with Rosenzweig, Jones, Horne & Griffis), Jay Boren, Alan Sibley, Roger Dawson, Mandy Sledd, Rick Jones, Heidi Mann, Richard Hendrix, Sarah Fay Campbell (Newnan Times Herald). Chairman Eric Smith attended meeting via Skype.

Chairman Smith called the meeting to order at 9:00 a.m.

Chairman Smith asked for a motion to approve the minutes from the January 2, 2019 meeting. Motion was made by Mr. Larry Kay, seconded by Ms. Laurie Bartlett to approve the minutes. Motion carried.

Vice Chairman Tim Higgins asked to amend the agenda by inserting two items; Newnan Utilities Agreement and Fee Schedule. Motion was made by Vice Chairman Higgins, seconded by Mr. Larry Kay. Motion carried. Vice Chairman Higgins asked for a brief overview of the Newnan Utilities Agreement. Mr. Jay Boren went over the revisions and updates to the agreement and was sent to the Board for their review. Chairman Smith asked for a motion to approve the Newnan Utilities Agreement. Motion was made by Vice Chairman Higgins, seconded by Ms. Laurie Bartlett. Motion carried. Chairman Smith asked for a motion to adopt the fee schedule. Motion was made by Mr. Larry Kay, seconded by Vice Chairman Higgins. Motion carried.

The first agenda item was an update on Operations by Mr. Rick Jones. In Safety, Mr. Jones reported at the last safety meeting the speaker was Yesenia Arrequin, an Emergency Management Specialist trained on Point of Dispensing for District 4. Mr. Jones also reported that Enrico Dean from Coweta County Fire Department taught fire extinguisher training to all employees within the company. In Construction, Mr. Jones reported for the month of January that there were 21 leaks. There were 17 digs and 63 drops for a total of 80, an increase of 25 from December. Mr. Jones reported on current projects: installed vaults at Rooker spec building on International Way and Newnan Dermatology on Hwy 34 East; installed five flow monitors to collect data for the sewer model; and valve exercising continues in the Hwy 34 East area. In Cross Connection Control, Mr. Jones reported that 18,363 meters are now being read from the Sensus meter project. The following engineering updates were reported: in residential, 7 lots in Harper's Pond, 4 lots in Moody Farm Estates, 8 lots in Cedar Shade, 8 lots in Hunter Ridge and 547 lots in Poplar Preserve. Mr. Jones presented and elaborated on the map of the projects and development in the County from 2013 to 2018 that was in his presentation last month. Mr. Jones reported on activity from B.T. Brown stating the plant averaged 1.2 MGD for the month of January and the total demand for the month was 7.7 MGD. Mr. Jones stated that they added 300 grass carp to the reservoir to help with treating it, and they will add more in early spring. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.508 MGD for the month of January. Mr. Jones reported that the highest weekly average flow was 1.665. Mr. Jones gave information to the Board in reference to the question

from last month about why Coweta County's Landfill does not accept sludge. Mr. Jones stated that the Landfill is considered a Construction and Demo Landfill that prohibits liquids to be disposed there. No action needed.

The next agenda item was an update on Customer Care by Mr. Alan Sibley. Mr. Sibley presented graphs reporting Customer Count at 27,475 for the month of January, an increase of 18 from the previous month. Mr. Sibley reported the number of non-pay disconnects for January was 22. Mr. Sibley updated the Board that the Customer Service Representatives spend on an average of around 3 to 4 hours working on decreasing the cut off list per each billing cycle. In Information Technology, Mr. Sibley presented information about the new updated website showing a map of the current projects and links to documents provided by the Engineering Department. Mr. Sibley reported on updates to the SCADA project showing a snapshot on a slide of the daily flow totals and pump run hours report. Mr. Sibley also added a slide showing the systems flow report. No action needed.

The next agenda item was the Human Resources update by Ms. Mandy Sledd. Ms. Sledd presented information about participation with World of Works at CEC where nine middle schools attended and approximately two thousand students. The Authority had three stations set up that students came through; sampling of water, students got to use a camera that goes through a sewer line and they got to assemble water meters. Ms. Sledd also updated board members on current projects: new handbook with updated policies for 2019, bi-annual performance reviews are complete, meeting with Minesh Amin was at the end of January to prepare employees on the transition of changing the retirement benefits from One America to Empower Retirement. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for DEC FY2019: revenues, expenses and water sales, purchased and produced. Mr. Dawson updated the board members about bonds stating that we have been approached by our Bond advisor with an opportunity to issue bonds in 2019 to call all outstanding SER2010A Bonds totaling \$16,565,000. Those bonds have an interest rate that ranges from 4.25% - 4.5% and are callable as of June 1, 2019. Mr. Dawson also stated as a reminder, advance re-fundings are off the table. Re-fundings are now limited to bonds that are callable. After the SER2010A bonds, the next bonds will be callable on December 1, 2022. The two options we have been presented include issuance of SER2019 bonds with a projected interest rate of 3.62%. One option would require the use of some cash on hand, the other option does not. Under both options, the estimated Net Present Value savings is \$1,246,497. No action needed.

Chairman Smith called for a motion to adjourn into Executive Session for Real Estate, Personnel and Litigation. Motion was made by Vice Chairman Higgins, seconded by Dr. Marc Guy. The motion was carried, and the meeting was adjourned into Executive Session.

Chairman Smith asked if there was any old business or new business to discuss. There being none, a motion to adjourn was made by Mr. Larry Kay, seconded by Ms. Laurie Bartlett.

The motion was carried, and the meeting was adjourned.

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Eric K. Smith – Chairman

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Laurie Bartlett – Secretary