

Coweta County Water & Sewerage Authority

February 5, 2020

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, February 5, 2020, in the board room at the Coweta County Water & Sewerage Authority. The following individuals were present: Vice Chairman Ms. Laurie Bartlett, Secretary Dr. Marc Guy, Co-Treasurer Mr. Larry Kay, Co-Treasurer Mr. Mark Woods, Ms. Melissa Griffis (Attorney with Horne & Griffis), Jay Boren, Roger Dawson, Mandy Sledd, Rick Jones, Alan Sibley, Heidi Mann, Richard Hendrix, Tracy Thigpen, Sarah Fay Campbell (Newnan Times Herald). Mr. Eric Smith was absent.

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

Vice Chairman Bartlett asked for a motion to approve the minutes from the January 8, 2020 Board meeting. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy to approve the minutes. Motion carried.

The first agenda item was Service Awards by Mr. Jay Boren. Mr. Boren presented a 20-year service award to Cross-Connection Control Manager Tracy Thigpen. No action needed.

The next agenda item was Approval of Intergovernmental Agreement for Twelve Parks by Mr. Jay Boren. Mr. Boren stated that this agreement is for the Authority to serve an additional eleven lots. Ms. Griffis stated that these eleven lots were annexed into Sharpsburg and are in addition to what will already be served there. Ms. Griffis stated that the County drafted this document and approved the agreement at their meeting. Vice Chairman Bartlett asked if there were any questions. There being none, a motion was made to approve the agreement by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was Approval of Amendment to Memorandum of Understanding and Agreement with Arbor Utility, LLC by Mr. Jay Boren. Mr. Boren stated that the original agreement was approved in 2016 but that they did not tie into the sewer for two (2) years. Vice Chairman Bartlett asked for a motion to approve the two-year extension with Arbor Utility, LLC. Motion was made by Dr. Marc Guy, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was an update on Operations by Mr. Rick Jones. In Construction, Mr. Jones reported for the month of December that there were 31 leaks. There were 40 digs and 42 drops for a total of 82 an increase of 33 from November. Mr. Jones reported on the status of meter installs. Mr. Jones reported on current projects: all vault lids were cored to manually turn valves at Turin Oaks; set vault for AirCo; RPZ backflow has been installed at Glenda Trace; contractors relocated section of main at Fisher Crossing Dr to allow storm drain to be installed for Jim & Nicks BBQ. Mr. Jones reported that as of December the CDBG Grant project in East Newnan was 20 percent complete. In Cross Connection Control, Mr. Jones reported that 30,731 meters are now being read from the Sensus meter project. Mr. Jones stated that all small residential meters have been changed out to Sensus meters and they are working on changing out the large meters. The following engineering updates were reported: in residential, 4 lots off Tommy Lee Cook Road in Hearthside, 5 lots off Tommy Lee Cook Road in Ashland Hills, in commercial, parking lot improvements and 7200 square foot classroom addition at Odyssey School, Mr. Clean Car Wash at Bailey Station, 20,000 square foot addition at Elite Comfort Solutions. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 1.3 MGD for the month of December and the total demand for the month was 8.1 MGD. Mr. Jones reported that Niagara used .855 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.47 MGD for the month of December. Mr. Jones reported that the highest weekly average flow was 1.61 MGD. 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 28,093 for the month of December, an increase of 55 from the previous month. Mr. Sibley reported that the total in December 2018 was 27,457 showing an increase of 636 from this time last year. Mr. Sibley reported that the number of non-pay disconnects for November was 113. In Information Technology, Mr. Sibley reported on the water loss audit stating that the Environmental Protection Division requires us to submit an audit of water loss within the Authority. Mr. Sibley stated once the audit is prepared then we must certify and submit the information to them by March 1. Mr. Sibley reported on the Cartograph project that was discussed at the last meeting stating that the project kickoff meeting was on February 4 and they are working on the next step to implement the project. No action needed.

The next agenda item was an Update on Human Resources by Ms. Mandy Sledd. In Safety, the January safety meeting speaker was Safety Coordinator Bryan Burns presenting on Accident Reporting. Ms. Sledd reported that Rochelle Johnson was the presenter at the monthly Safety Alliance Meeting; presenting on stress in the workplace. Ms. Sledd reported on participating in Coweta Works on January 21-23 and there

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were almost 2,000 students from eleven middle schools that came to the event. Ms. Sledd stated that the event is designed to expose students to a variety of career opportunities. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for December FY2020: revenues, expenses and water sales, purchased and produced. Mr. Dawson reported that we received a letter from the State Department of Audits stating that our audit had been reviewed and they did not have any comments or changes that needed to be made. No action needed.

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

Vice Chairman Bartlett asked if there was any new or old business to discuss. There being none, a motion to adjourn was made by Mr. Larry Kay, seconded by Dr. Marc Guy. The motion was carried, and the meeting was adjourned.

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Laurie Bartlett - Vice Chairman

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Dr. Marc Guy – Secretary