

Coweta County Water & Sewerage Authority

February 24, 2021

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, February 24, 2021, in the Reservoir Room at the Coweta County Water & Sewerage Authority. The following individuals were present: Chairman Mr. Eric Smith, Vice Chairman Ms. Laurie Bartlett, Co-Treasurer Mr. Larry Kay, Co-Treasurer Mr. Mark Woods, Ms. Melissa Griffis (Attorney with Horne & Griffis), Jay Boren, Heidi Mann, Roger Dawson, Mandy Sledd, Rick Jones, Alan Sibley, Sarah Fay Campbell (Newnan Times Herald), John Reidelbach (Coweta County Commissioner). Secretary Dr. Marc Guy was not in attendance until Executive Session at 9:39 a.m.

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

Chairman Smith asked for a motion to approve the minutes from the February 3, 2021 Board meeting. Motion was made by Vice Chairman Bartlett, seconded by Mr. Mark Woods to approve the minutes. Motion carried.

The first agenda item was First Amendment to Memorandum of Understanding with Twelve Parks Development Agreement by Mr. Jay Boren. Mr. Boren stated that the change was made to turn over the excess capacity at the facility to the Authority. Ms. Griffis stated that the original agreement was signed on May 1, 2018. Ms. Griffis also stated that they were leaving the original agreement but changing the previous section F of the agreement to read that any excess capacity may be reserved and used by the Authority. Ms. Griffis stated that the Board may approve this agreement today if they were inclined to do so. Chairman Smith asked if there were any questions. There being none, Chairman Smith asked for a motion to approve the First Amendment to Memorandum of Understanding with Twelve Parks Development Agreement. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was Approval of Reimbursement Resolution by Mr. Jay Boren. Mr. Boren stated that the Authority has been in discussion about some financing options for some

major capital projects, mainly the Griffin line and the Shenandoah Wastewater expansion. Mr. Boren stated that this resolution is for if we go with the bond option, the Authority would be able to re-imburse itself for any capital expenditures that are incurred prior to the issuance of any bonds. Ms. Griffis added that this is the first time the Authority has had a resolution we could do in advance. Chairman Smith asked for a motion to approve the Reimbursement Resolution. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. Motion carried.

Sarah Fay Campbell arrived at 9:06 a.m. The next agenda item was an update on Operations by Mr. Rick Jones. In Construction, Mr. Jones reported for the month of January that there were 29 leaks. There were 7 digs and 37 drops for a total of 44, a decrease of 53 from December. Mr. Jones reported on the status of meter installs for January. Mr. Jones reported on current projects: all fencing and signage has been installed around the Chlorination Site and Tommy Lee Cook Pump Station #2; vault installed at Coweta County Transfer Station; sewer right-of-way maintenance has been completed for the season; obtained easement for Georgia Power's vault. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 683 customers in January, 392 by email and 291 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, Deer Creek Farms Phase 3 off S Hwy 27, 7 lots off Elders Mill Road in Brandenburg Estates; in commercial, Oaks Crossing at Poplar Road and By-pass, Zaxby's off Poplar Road. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.10 MGD for the month of January and the total demand for the month was 7.7 MGD. Mr. Jones reported that Niagara used 1.04 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.46 MGD for the month of January. Mr. Jones reported that the highest weekly average flow was 1.71 MGD. No action needed.

The next agenda item was an update on Customer Care by Mr. Alan Sibley. Mr. Sibley presented graphs reporting the Customer Count at 28,833 for the month of January, an increase of 40 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 100. In Information Technology, Mr. Sibley gave an update on the annual Water Loss Audit stating that they are completing the audit for it to be submitted by March 1. Mr. Sibley also gave an update on the Cartegraph project. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. Ms. Sledd reported on the following Safety updates: installed a new AED in our Construction Warehouse last month, allowing for more convenient access to appropriate first aid on our warehouse space; the Authority hosted the Coweta Safety Alliance Meeting on February 16, stating that the speaker was Hilarie Wilson of Georgia Tech OSHA Training Institute, discussing current OSHA Guidance on COVID-19 and the regulations about masks. In HR, Ms. Sledd gave a COVID update stating that we returned to regular schedules for all staff while leaving the lobby closed to the public. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for January FY2021: revenues, expenses and water sales, purchased and produced. 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 Bartlett, seconded by Mr. Larry Kay. The motion was carried, and the meeting was adjourned into Executive Session. (Dr. Marc Guy arrived during Executive Session.)

Chairman Smith asked if there was any new or old business to discuss. There being none, Chairman Smith asked for a motion to adjourn the meeting. Motion was made by Mr. Mark Woods, seconded by Vice Chairman Bartlett, the motion was carried, and the meeting was adjourned.

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Eric Smith – Chairman

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Laurie Bartlett - Vice Chairman