

Coweta County Water & Sewerage Authority

February 2, 2022

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, January 5, 2022, 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, Secretary Dr. Marc Guy, 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, Alan Sibley, Rick Jones, Sarah Fay Campbell (Newnan Times Herald), Sadie Hobbs (Intern with Horne & Griffis).

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 5, 2022 Board meeting. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy to approve the minutes. Motion carried with Chairman Smith abstaining.

Sarah Fay Campbell arrived at 9:01 a.m. The first agenda item was Approval of Intergovernmental Agreement with Fayette County for Emergency Water Supply by Mr. Jay Boren. Mr. Boren stated that this agreement is the connection we have been working on and briefly gave an overview of the terms and had been presented to the Board prior to the meeting for their review. Ms. Griffis brought to the Board's attention that there are two highlighted areas in section 2.1 and 3.1 that have not yet been defined as the Connection Area, stating that if the Board could go ahead and approve subject to Mr. Boren approving that definition for the connection area after the work is started. Motion was made by Vice Chairman Bartlett, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was Approval of Intergovernmental Agreement with the City of Luthersville for Sewer Supply by Mr. Jay Boren. Mr. Boren stated that there are more areas that are left blank in this document that will be filled out as needed as the project moves forward. Mr. Boren also stated that this project was created after the Mayor of Luthersville requested that the Authority treat their sewer. Ms. Griffis addressed the areas that are left blank: in paragraph 1 the

CCWSA-MIN \2/02/2022

number of maximum gallons that they are still negotiating; and the term in paragraph 7 that it cannot exceed fifty-years, but they are still determining if this will be a short-term or long-term agreement. Ms. Griffis asked the Board if they would approve this agreement subject to paragraph 1 and 7 being blank until Mr. Boren gets the final information to approve. After further discussions Chairman Smith asked if there were any more questions. There being none, Chairman Smith asked for a motion to approve the Intergovernmental Agreement with the City of Luthersville for Sewer Supply subject to paragraph 1 and paragraph 7 being approved by Mr. Boren. Motion was made by Vice Chairman Bartlett, seconded by Mr. Larry Kay. 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 29 leaks. There were 30 digs and 88 drops for a total of 117, a decrease of 17 from November. Mr. Jones reported on the status of meter installs for December. Mr. Jones reported on current projects: United Grading began mobilizing to begin Line Creek Transmission Line; equipment was moved to Highway 16/Old Highway 85 to begin installing casing the first week of January; received in 9,720 feet of 24" pipe for the Line Creek Transmission Line; and received the remaining 24" valves for the Line Creek Project. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 657 customers in December 308 by email and 349 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, 3 lots in Cates Farm off Highway 29; 19 lots in Lamar Farms; 141 units at Daybreak Townhomes located at the corner of Shenandoah Boulevard and Lower Fayetteville Road. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.5 MGD for the month of December and the total demand for the month was 7.3 MGD. Mr. Jones reported that Niagara used .853 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.32 MGD for the month of December. Mr. Jones reported that the highest weekly average flow was 1.36 MGD. Mr. Jones reported on the activity of Blalock Lakes and Oaks of Turin decentralized systems and Twelve Parks. 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 29,715 for the month of December, an increase of 92 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 144. In Information Technology, Mr. Sibley reported that they are working on

two projects; implementing Tyler Technologies modules; and working on Water Audits and Loss Control that is due to be completed in March. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. Ms. Sledd gave a Safety Update stating that there was a Competent Person Training on December 29. Ms. Sledd gave an HR update reporting on the completion of year processes and currently conducting bi-annual reviews. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for December FY2022: revenues, expenses, and water sales, purchased and produced. Mr. Dawson added that in accordance with the semi-annual water and sewer rate review policy adopted by the Board on August 4, 2021, management has performed the review of the December 2021 Southeast Regional CPI. The December 2021 Southeast Regional CPI is reported at an annual increase over December 2020 of 7.41%. Under our policy, this provides guidance to management for a potential rate increase up to 12.41% ($7.41 + 5.0 = 12.41$). Management is hereby notifying the Board that Management is increasing water rates by an average of 9.14% and sewer rates by an average 9.09%. The rate increases will go into effect for bills dated March 8, 2022 and will be communicated to our customers via bill message and will be posted on our website. This is the first increase in the per gallon rate for water and sewer by CCW&SA since 2010. We have worked diligently over the past twelve plus years to keep rates steady, however, inflationary pressures require us to increase our rates at this time. To provide some perspective for this increase, the industry average for usage in gallons for a residential customer, ranges between 4,500 and 5,500 gallons per month. Using 5,500 gallons as our average for a residential customer, a water only customer will see an increase in their monthly bill of approximately \$3.06. A residential customer with water and sewer service will see an increase in water of approximately \$3.06 and sewer of approximately \$2.97, for a total monthly increase of approximately \$6.03. No action needed.

The next agenda item was Approval of Disbursements to Charities from DRIP Program by Mr. Jay Boren. Ms. Griffis stated she has received majority of the votes back from the Board members on the charities to receive the disbursements. Mr. Boren stated that they are going to ask the employees and customers to vote also. Chairman Smith asked for a motion to approve

CCWSA-MIN \2/02/2022

the Disbursements to Charities from Drip Program. Motion was made by Mr. Larry Kay, seconded by. Vice Chairman Bartlett. Motion carried.

Chairman Smith called for a motion to adjourn into Executive Session for Real Estate, Personnel and Litigation. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. The motion was carried, and the meeting was adjourned into Executive Session.

Vice Chairman Bartlett left the meeting during Executive Session at 11:15 a.m. Chairman Smith asked if there was any new business to discuss. Ms. Griffis stated that there was new business to approve from Executive Session. Chairman Smith asked for a motion to approve the personnel decision that was made in Executive Session. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy. Motion carried. Chairman Smith asked if there was any old business to discuss. There being none, Chairman Smith asked for a motion to adjourn the meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion was carried and the meeting was adjourned.

Eric K. Smith- Chairman

Dr. Marc Guy - Secretary