

Coweta County Water & Sewerage Authority

February 3, 2021

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, February 3, 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, 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, Rick Jones, Alan Sibley, Billjack Bell (Wilson, Hull & Neal ISG), Jordin Guy, Sharilyn Guy.

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 6, 2021 Board meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay to approve the minutes. Motion carried.

The first agenda item was the Metropolitan North Georgia Water Planning District Middle School Essay Contest by Mr. Jay Boren. Mr. Boren introduced Miss Jordin Guy a 7th grader from Arnall Middle School that won the essay contest about drinking water in a pandemic. Mr. Boren stated that there were over 600 essays submitted to the Metropolitan North Georgia Water Planning District Program, also stating that the winner, Jordin Guy, wanted to share her essay (Water- A Need That Should Be Noticed) with the Board and Authority members. Miss Guy read her essay at the meeting. No action needed.

Miss Jordin Guy and Ms. Sharilyn Guy left the meeting at 9:05 a.m. The next agenda item was Approval of Bledsoe Road Easement and Deed by Mr. Jay Boren. Mr. Boren stated that we are still working with the Developer and Coweta County to finalize the documents. Mr. Boren asked the Board to go ahead and approve it based on Ms. Griffis and himself to review the final documents. Ms. Griffis stated that we have draft documents that have been going back and forth; a temporary grading easement, the quit claim deed and we will have a permanent access easement as well. Ms. Griffis stated that these

documents were not finalized before today's meeting. Ms. Griffis asked the Board to approve these three documents based on her review and Mr. Boren's review of these documents when presented. Ms. Griffis stated that this is the project that was submitted to the Board last month. Chairman Smith stated that the Developer, Mr. Bilijack Bell attended the meeting in case the Board members had any questions. Chairman Smith asked if any of the Board members had any questions. There being none, Chairman Smith asked for a motion to approve all three of the documents, subject to approval by Ms. Griffis and Mr. Boren. Motion was made by Vice Chairman Bartlett, seconded by Dr. Marc Guy. Motion was carried.

Mr. Bilijack Bell left the meeting at 9:10 a.m. 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 30 leaks. There were 11 digs and 86 drops for a total of 97, an increase of 18 from November. Mr. Jones reported on the status of meter installs for December. Mr. Jones reported on current projects: installed Goodyear vault in Orchard Hills Business Park; working on obtaining easements for Poplar Road sewer near Burger King, water line relocation at Pete and Shaw Road and vault for Georgia Power; work began at the Pete and Shaw Road roundabout for water line relocation. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 888 customers in December, 470 by email and 418 by phone to inform them about their leaks or potential leaks. Mr. Jones also stated that they reached out to 10,853 customers last year. The following engineering updates were reported: in residential, 4 lots off Walton Road in Ozark Woods, in commercial, Southern States Bank, QuikTrip, Rebound Building at Orchard Hills Business Park in Building A. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 3.82 MGD for the month of December and the total demand for the month was 7.5 MGD. Mr. Jones reported that Niagara used .785 MGD. Mr. Jones stated that in May 2019, during the drought period, that they started the petitioning process to the EPD for an increase of the filtration rate at the BT Brown Water Treatment Plant. Mr. Jones explained the details about the process and stated that they did receive the increase that was requested. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.86 MGD for the month of

December. Mr. Jones reported that the highest weekly average flow was 2.24 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 28,793 for the month of December, an increase of 50 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 99. In Information Technology, Mr. Sibley gave an update on the annual Water Loss Audit stating that they are working on the audit and the deadline for completion is March 1. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. In Safety, Ms. Sledd reported about the installation of HVAC UV lighting to help eliminate many types of fungi, bacteria, germs, viruses and pathogens in the air and was installed at all three of our locations. Ms. Sledd reported on the following HR updates: COVID-19 Emergency Response Procedures are still in place; all year-end processes have been completed including meeting ACA and W-2 reporting deadlines; annual Retirement Meeting postponed; completed Bi-Annual Performance Reviews. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for December 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 Dr. Marc Guy. The motion was carried, and the meeting was adjourned into Executive Session.

Chairman Smith asked if there was any old business to discuss. There being none, Chairman Smith asked if there was any new business to discuss. Ms. Griffis replied there was new business that needed to come before the group. Chairman Smith asked for a motion to ratify the Personnel decisions made in Executive Session. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay, the motion was carried, and the meeting was adjourned.

Eric Smith – Chairman

Dr. Marc Guy- Secretary