

Coweta County Water & Sewerage Authority

January 8, 2025

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, January 8, 2025, in the Board Room at the Coweta County Water & Sewerage Authority. The following individuals were present: Chairman Ms. Laurie Bartlett, Vice Chairman Dr. Marc Guy, Secretary Mr. Larry Kay, Co-Treasurer Mr. Mark Woods, Co-Treasurer Mr. Dennis Hammond, Ms. Melissa Griffis (Attorney with Horne & Griffis, P.C.), Jay Boren, Heidi Mann, Rick Jones, Alan Sibley, Roger Dawson, Mandy Sledd and Richard Wright.

Chairman Bartlett called the meeting to order at 9:00 a.m. The meeting began with the Pledge of Allegiance and Mr. Mark Woods gave the invocation.

Chairman Bartlett asked for a motion to approve the minutes from the December 5, 2024, Board meeting. Motion was made by Mr. Larry Kay, seconded by Mark Woods. Motion carried.

Ms. Griffis stated that Vice Chairman Guy had a motion to amend the agenda before we got started. Vice Chairman Guy asked for a motion to amend the agenda to add the approval of the agreement with Stantec, seconded by Mr. Larry Kay. Motion carried. Ms. Griffis stated that we would add it to the agenda after the TerraMark approval.

The first agenda item was Service Awards by Mr. Jay Boren. Mr. Boren presented a 5-year service award to Mr. Richard Wirght, Inventory Technician. Chairman Bartlett presented a 15-year service award to Mr. Jay Boren, Chief Executive Officer. No action needed. Mr. Wright left the meeting at 9:03 a.m.

The next agenda item was Election of Officers by Chairman Bartlett. Ms. Griffis stated that last year all positions were reinstated and can be done in one motion for everyone to maintain

their current positions. Vice Chairman Guy made a motion that we maintain the same slate of officers and keep it the same, seconded by Mr. Larry Kay. Motion carried.

The next agenda was Approval of Krebs Task Order No. 24514 - Turkey Creek Road Elevated Storage Tank by Mr. Jay Boren. Mr. Boren stated that this is the elevated storage tank that we have discussed looking at potential areas to add new additional storage for our system. Mr. Boren also stated that this property has been surveyed and this will include the engineering work for a 1 MGD elevated storage tank on Turkey Creek Road right by I-85 and the total amount of the task order is \$75,000. Mr. Boren asked the Board to approve the engineering amount in order to move forward. Mr. Woods questioned that total amount to make sure that it included the drawings and everything in that amount. Mr. Jones responded that it did. Chairman Bartlett asked for a motion to approve the Krebs Task Order No. 24514. Motion made by Mr. Dennis Hammond, seconded by Mr. mark Woods. Motion carried.

The next agenda item was Approval of Terra Mark Proposal - Survey for BT Brown Plant Expansion by Mr. Jay Boren. Mr. Boren stated that this is to look at upgrading the plant to produce additional water to meet the needs of our county and this proposal will focus on the detailed Topographic Survey of the approximate 41 acres of property. Mr. Boren also stated that this proposal came in at \$60,500. Motion was made by Mr. Mark woods, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was Approval of the Agreement with Stantec. Mr. Boren stated that this agreement is pending edits with Legal Counsel and that it is a five-year agreement, and they perform sampling, annual reporting and bacteriological analysis. Mr. Boren also stated they are broken down into three separate amounts: sampling is \$191,000, the reporting is just under \$40,000 and the bacteriological analysis is \$16,000 and this is over a period of five years, and this was part of the fiscal years budget. Mr. Boren stated that he is asking the Board to approve pending on edits from Legal Counsel. Ms. Griffis added that if the Board approves it would be subject to edits by Legal Counsel and CEO. Chairman Bartlett asked for a motion to approve the

Agreement with Stantec subject to edits by the CEO and Legal Counsel. Motion was made by Mr. Mark Woods, 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 November that there were 42 leaks. There were 19 digs and 99 drops for a total of 118, an increase of 7 from October. Mr. Jones reported on the status of meter installs for November. Mr. Jones reported on current projects: started yearly maintenance of sewer rights-of-way; Wood Rd water main relocations for roadway improvement completed; Legacy has completed 3 bores for the Chattahoochee Transmission Main project; began surveying for parking lot extension at CCWSA; received notice to proceed on Fayette Connection Project. In Maintenance, Mr. Jones gave updates on the following: Actuator removed from East Coweta tank for valve gearbox replacement; removed drive motor for Orbal 203 at Shenandoah plant, sent it out for rewind and reinstalled once the motor came back from repair; winterized water storage tanks; Seth passed Maintenance Class II test through GWWI. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics. The meter department contacted 632 customers in November, 351 by email and 281 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, 44 lots in Talley Meadows off Bohannon Road; in commercial, DDC Development off Industry Court; Hollz Parkway Extension on Hollz Parkway off East Hwy 34; Kaiser Permanente off Fischer Crossing. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.01 MGD for the month of November and the total demand for the month was 8.88 MGD. Mr. Jones gave an update on the Chattahoochee Pump Station. Mr. Jones stated that BT Brown Water Treatment Plant received the 2024 Laboratory Quality Assurance Gold Award in the category of Drinking Water serving 10,000-100,000 from GAWP. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.506 MGD for the month of November. Mr. Jones reported that the highest weekly average flow was 1.561 MGD. Mr. Jones reported on the activity of Blalock Lakes, Oaks at Turin decentralized systems and Twelve Parks. Mr. Jones reported on the Shenandoah Plant Expansion. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. Ms. Sledd reported on the following: in Safety, Bryan Burns had the employees participate in a competitive round of Safety Jeopardy at the monthly Safety Meeting in order to encourage workplace safety and remain mindful of related practices; in HR, we celebrated Thanksgiving with a catered luncheon and participated in the Canned Food Drive for Bridging the Gap to distribute to the needy families; we participated in the 2024 City of Newnan Christmas Parade; we provided toys for 3 families with a total of 4 children through Christmas in Coweta Toy Distribution for Bridging the Gap; 6 employees volunteered to help wrap gifts for the elderly and those less fortunate through Silver Bells Coweta; 5th grade students from Welch Elementary School designed our 2024 Christmas cards; and the employees celebrated Christmas with a luncheon on December 19. 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 31,866 for the month of November, an increase of 85 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was originally 452 but after various methods of contacting the customers it brought the list down to 158. In Information Technology, Mr. Sibley stated that they have added additional security cameras and increased security at the two plants, and they had to block VPN access because of 7,500 cybersecurity attempts on December 13 that came from various places around the world. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for November FY2025: revenues, expenses, and water sales, purchased and produced. No action needed.

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

Chairman Bartlett asked for a motion to approve the personnel decisions that were made in Executive Session. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy. Motion carried. Chairman Bartlett asked if there was any more business to discuss. There being none, Chairman Bartlett asked for a motion to adjourn the meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Dennis Hammond. Motion was carried and the meeting was adjourned.

Laurie Bartlett- Chairman

Larry Kay- Secretary