

Coweta County Water & Sewerage Authority

January 4, 2023

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, January 4, 2023, in the Board Room at the Coweta County Water & Sewerage Authority. The following individuals were present: Chairman Mr. Eric Smith, 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, Mandy Sledd, Rick Jones, Alan Sibley, Roger Dawson, and Mr. Barry Smith (J.K. Boatwright & Co.). Vice Chairman Ms. Laurie Bartlett was not in attendance today.

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

Chairman Smith asked for a motion to approve the minutes from the November 30, 2022, 2022 Board meeting. Ms. Griffis stated that since Chairman Smith was not at the last meeting and Vice Chairman Bartlett was not in attendance today, that Dr. Marc Guy would be signing the minutes as the Secretary and Co-Treasurer Larry Kay would be attesting to the minutes and that they had been edited from the original attachment. Motion was made by Mr. Larry Kay, with the changes, seconded by Mr. Mark Woods to approve the minutes. Motion carried.

Mr. Larry Kay made a motion to amend the agenda to add Election of Officers and the Garver Agreement, seconded by Dr. Marc Guy. Motion carried.

The first agenda item was the Election of Officers for 2023 by Chairman Eric Smith. Chairman Smith asked for recommendations for Chairman of the Board. Mr. Larry Kay made a motion to nominate Vice Chairman Laurie Bartlett to become Chairman of the Board, seconded by Dr. Marc Guy. Motion carried. Chairman Smith asked for a nomination for Vice Chairman. Mr. Larry Kay made a motion to nominate Dr. Marc Guy to become Vice Chairman of the Board, seconded by Mr. Mark Woods. Motion carried. Chairman Smith said the next position for nominations is Secretary of the Board. Dr. Marc Guy made a motion to nominate Mr. Larry Kay,

seconded by Mr. Mark Woods. Motion carried. Chairman Smith said that the remaining two positions for nominations are Co-Treasurer. Dr. Marc Guy nominated Mr. Mark Woods and Mr. Eric Smith as Co-Treasurers, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was FY22 Audit Presentation by Mr. Barry Smith. Mr. Barry Smith presented the annual audit report that was dated December 29, 2022, and which was provided to the Board members at the Board meeting. Mr. Barry Smith stated that the audit engagement went well and resulted in an unmodified opinion on the financial statements. Mr. Barry Smith explained that an audit in accordance with Government Auditing Standards, commonly referred to as a “yellow book” audit was performed. No instances of non-compliance and no instances of material weaknesses or significant deficiencies in internal control were noted. Mr. Barry Smith further explained, that due to the timing of expenditures related to the GEFA loan for the Shenandoah expansion, an Audit of each major program and on internal control over compliance required by the uniform guidance, commonly referred to as a Single Audit, was also performed. No instances of non-compliance and no instances of material weaknesses in internal control were noted. Mr. Barry Smith noted that the audited financial statements are presented as of and for the year ended June 30, 2022, a financially challenging year. Mr. Barry Smith also gave an overview of the Statements of Net Position and The Statements of Revenues, Expenses and Changes in Net Position. He briefly discussed the adoption of GASB No. 87, *Leases* and noted the changes to the financials and the requirement to restate the FY2021 financials as a result of that adoption. Mr. Dawson interjected that when adopting an accounting pronouncement, a restatement is required for all prior periods presented to ensure that the financials are comparative, and the principles are consistently applied. Chairman Smith asked if there were any questions. There being none, Mr. Barry Smith left the meeting at 9:15 a.m. Ms. Griffis stated that since Vice Chairman Bartlett was not in attendance today and the Board did not have the audit material presented to them prior to the meeting, that the approval of the audit could be added to next months agenda. Chairman Smith added that it also gives Vice Chairman Bartlett and the rest of the Board members a chance to review the audit prior to the approval on next month’s agenda. No action needed.

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 46 leaks. There were 21 digs and 53 drops for a total of 74, an increase of 11 from October. Mr. Jones reported on the status of meter installs for November. Mr. Jones reported on current projects: installed two vaults on Bledsoe Rd; generator at lift station "A" has been set; installed the 2" backup feed for Shoal Creek subdivision; United Grading completed bore at Wrightsburg Estates. Mr. Jones corrected his statement saying that the generator that had been set was at lift station "C" not "A". Chairman Smith asked for an update on the completion date for Line Creek. Mr. Jones gave the updates on the easements that they had been waiting on and are now waiting on the railroad permit. Chairman Smith asked Mr. Jones if 2023 will be the completion year, and Mr. Jones stated that it would be completed in 2023. Mr. Jones added that we have the majority of the pipe to complete the project. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 521 customers in November, 285 by email and 236 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, Arbor Springs Circle on N Hwy 29 near Hwy 154; in commercial, Pearl Springs Industrial on S Hwy 29 near Oak Lawn Circle; Popeye's on Poplar Road; CA Ventures on E Hwy 16 near Pinecrest Drive. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 2.6 MGD for the month of November and the total demand for the month was 8.3 MGD. Mr. Jones reported that Niagara used .87 MGD. Mr. Jones reported that the reservoir level was at 80 percent due to the amount of rain that we have had recently. Mr. Jones updated the Board stating that the permit for BT Brown Reservoir was for 6.7 daily and we just received approval from EPD to allow up to 7.7 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.53 MGD for the month of November. Mr. Jones reported that the highest weekly average flow was 1.58 MGD. Mr. Jones reported on the activity of Blalock Lakes and Oaks at Turin decentralized systems and Twelve Parks. Mr. Mark Woods asked Mr. Jones what he thought would be the biggest challenges for the upcoming projects for 2023. Mr. Jones responded by saying materials in order to finish these jobs and projects. Chairman Smith asked about planning & projection for the expansion of our wastewater facility and the future major projects. Mr. Boren & Mr. Jones discussed the planning procedures that are in place. 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 30,403 for the month of November, an increase of 30 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was 126. In Information Technology, Mr. Sibley stated that today was the first day on the new Tyler CRM portal and discussed the new access that customers have to view their billing information and gives the customers more control of their accounts. Mr. Sibley also stated the IVR system now has the capability of being able to communicate in Spanish. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. In Safety, Ms. Sledd reported on the following: monthly safety meeting on December 8, 2022 we had Major Crook from the Coweta County Sheriff's Department to discuss Holiday Safety. Ms. Sledd stated that our employees provided Christmas for three children through Bridging the Gap and one elderly female through Silver Bells Coweta program. Members of our Community Involvement Committee volunteered to wrap presents for Seniors in the Silver Bell Coweta program. Ms. Sledd also stated that on December 15 we had our annual Christmas luncheon. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for November FY2023: revenues, expenses, and water sales, purchased and produced. No action needed.

The next agenda item was the Approval of the Garver Agreement by Mr. Jay Boren. Mr. Boren stated that there was an item that was added by EPD in reference to a study that needs to be done before a permit is approved. Ms. Griffis said that it needs to be approved subject to her review and she needed to clarify the amount. Mr. Boren said this agreement is for \$150,000 with another agreement needed for up to \$50,000. Chairman Smith asked for a motion to approve the Garver Agreement for \$150,000 and up to \$200,000 with the other agreement, and subject to Ms. Griffis' review. Motion made by Mr. Larry Kay, seconded by Marc Guy. Motion carried.

Chairman Smith called for a motion to adjourn into Executive Session for Real Estate, Personnel and Litigation. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. 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 stated that the Board needs to ratify the personnel decisions that were made in Executive Session. Chairman Smith asked for a motion to ratify the personnel decisions made in Executive Session. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried. Chairman Smith asked if there was a motion to adjourn the meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Mark Woods. Motion was carried and the meeting was adjourned.

Dr. Marc Guy- Vice Chairman

Mr. Larry Kay - Secretary