

Coweta County Water & Sewerage Authority

January 5, 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: 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). Chairman Mr. Eric Smith attended via Zoom for majority of the meeting.

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

Vice Chairman Bartlett asked for a motion to approve the minutes from the December 1, 2021 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 Election of Officers by Chairman Eric Smith. Ms. Griffis stated that last year the Board made a motion to remain in the same position and if they decide the same they can make a motion to do so or if the Board needs to modify the positions, then the Board will need to do each position individually. Vice Chairman Bartlett asked for a motion. Secretary Dr. Marc Guy made a motion for all Board members to remain in the same current positions, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was the Company Holiday Addendum by Mr. Jay Boren. Mr. Boren asked the Board's approval to add Good Friday to the list of the employee's paid holidays; this information was sent to the Board members prior to the meeting for their review. Vice Chairman Bartlett asked the Board if there were any questions. There being none, Vice Chairman Bartlett called for a motion to approve the Company Holiday Addendum. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. 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 47 leaks. There were 11 digs and 124 drops for a total of 135, an increase of 18 from October. Mr. Jones reported on the status of meter installs for November. Mr. Jones reported on current projects: repaired large main leak on Cedar Creek Road; casing for the Line Creek project has arrived; valve exercising for the county's southeast quadrant is nearly complete; water main lowered on West Bledsoe Road at Matrix Surgical to allow for storm drain clearance. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 816 customers in November 318 by email and 498 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, 182 lots in Cresswind at Spring Haven; in commercial, Dollar General on Highway 154. Mr. Jones stated that when it comes to the material bids that we have gotten from vendors bi-annually, we have seen less vendors bidding because the pricing for materials is unpredictable; the vendors are telling them that they will not honor that price if those materials increase in pricing. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.9 MGD for the month of November and the total demand for the month was 8.4 MGD. Mr. Jones reported that Niagara used .725 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.35 MGD for the month of November. Mr. Jones reported that the highest weekly average flow was 1.43 MGD. Mr. Jones reported on the activity of Blalock Lakes and Oaks of Turin decentralized systems and Twelve Parks. Mr. Mark Woods asked Mr. Jones on updates of the Sensus meters stating that we received meters last week; also stating we have a good supply as of now and are expecting more shipments in the next couple of months. 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 29,623 for the month of November, an increase of 100 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 114. In Information Technology, Mr. Sibley reported on security training about suspicious incoming emails and the areas to look for; also stating to make sure not to click on unsubscribe if you are not familiar with the party that is sending it but rather just delete those emails. 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 we had a Safety Slogan Challenge where our Safety Teams submitted a slogan to be displayed in the warehouse; the slogan that was chosen stated “SAFETY IS A FULL TIME JOB. DON’T MAKE IT A PART TIME PRACTICE.” Ms. Sledd stated that we had our Christmas luncheon on December 16, and we helped three families this year with Christmas needs in our community. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for November FY2022: revenues, expenses, and water sales, purchased and produced. No action needed.

The next agenda item was the DRIP Program by Mr. Jay Boren. Mr. Boren stated that the list of the non-profits was sent to the Board prior to the meeting for their review and that he is requesting each Board member to pick five from that list to vote on. Ms. Griffis added what the Board did last year and that after they submit their votes, we will add it to the agenda for the February Board meeting. Mr. Boren stated that we also will ask our customers and the employees to vote on their choice of the non-profit organization that will receive funds from the DRIP program. No action needed.

Vice Chairman Bartlett called for a motion to adjourn into Executive Session for Real Estate, Personnel and Litigation. Motion was made by Dr. Marc Guy, seconded by Mark Woods. The motion was carried, and the meeting was adjourned into Executive Session.

Mr. Eric Smith left the meeting during Executive Session. Vice Chairman Bartlett asked if there was any new or old business to discuss. There being none, Vice Chairman Bartlett asked for a motion to adjourn the meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay, the motion was carried, with Mr. Smith absent and the meeting was adjourned.

---

Laurie Bartlett – Vice Chairman

---

Dr. Marc Guy - Secretary

CCWSA-MIN \1/05/2022