

Coweta County Water & Sewerage Authority

January 3, 2024

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, January 3, 2024, 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), Jay Boren, Heidi Mann, Rick Jones, Alan Sibley, Roger Dawson.

Chairman Bartlett 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 Bartlett asked for a motion to approve the minutes from the December 6, 2023, Board meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay to approve the meeting minutes. Motion carried.

The first agenda item was the Election of Officers by Chairman Bartlett. Ms. Griffis stated that each year at the beginning of the year we elect officers and if you decide you want to keep the same positions than we would just need a motion stating that you want to stay in the same positions unless there were any changes. Dr. Marc Guy made a motion that the Board Members keep the same positions, seconded by Mr. Dennis Hammond. Motion carried.

The next agenda item was Acceptance of the FY2023 Audit by Mr. Jay Boren. Mr. Boren stated that last month Mr. Barry Smith presented the audit and there were not any questions asked since the presentation, so we are asking the Board to Accept the FY2023 Audit. Ms. Griffis stated that the audit was posted for more than thirty (30) days and there were no calls or questions during that time. Chairman Bartlett asked for a motion to Accept the FY2023 Audit. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was the Approval of the Agreement with Indusa Hospitality Group II, LLC by Mr. Jay Boren. Mr. Boren stated that this is the group working on the Exit 41 area based on the needs of the Authority and it is for the infrastructure upgrades necessary to upsize the infrastructure. The Authority is going to make an additional contribution of \$250,000 that covers the cost of engineering and upsizing of the sewer line, the force main and the pump station for the entire Exit 41 area. Ms. Griffis stated that since an agreement had previously been entered between the parties, the agreement needs to be edited to show the correct amount because the upsizing is for the benefit of the Authority. The Amended Agreement will replace the previous agreement in its entirety. Chairman Bartlett asked for a motion to approve the Amended Agreement with Indusa Hospitality Group II, LLC. Motion was made by Mr. Dennis Hammond, 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 62 leaks. There were 22 digs and 56 drops for a total of 78, a decrease of 91 from October. Mr. Jones reported on the status of meter installs for November. Mr. Jones reported on current projects: all purchased meters for John Boy Trail, Tinica Way, and Twelve Springs have been installed; Holloway is finishing up the meter and service line change-outs in Shoal Creek; vaults have been delivered for Bridgeport building D, CA Ventures, and Andy's Custards. Chairman Bartlett asked if Mr. Cavender turned off the well system on the date he had given us. Mr. Jones replied that he ended up turning it off a day earlier and we did get a few calls from residents that had not made their connection to the house; all the meters that were purchased had been installed in plenty of time. Mr. Jones said that the whole project went very well. In Maintenance, Mr. Jones gave updates on the following: new reservoir lake level sensor integrated with SCADA; pumps for Poplar Rd lift station and Charlie lift station were repaired and installed; spare pumps for the East Coweta lift station and Shenandoah influent pump were received; received orbal shaft back from repair; backwash scour blower and installed at BT Brown; and began weekly monitoring of Grantville sites. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; and the meter department contacted 687 customers in November, and he apologized that he did not have the breakdown of the numbers by email or by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in commercial, Coweta County Fire

Department in Senoia located off Hwy 16 and Crook Rd; Whataburger's second location at Fischer Marketplace Lot 2 across from Sam's Club; LaParilla's second location at Fischer's Marketplace on the corner of Fischer Road and Fischer Marketplace; Quick Trip at Oaks Crossing located at the corner of the Newnan By-pass and Poplar Rd. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 3.44 MGD for the month of November and the total demand for the month was 8.92 MGD and that the reservoir level is 18.9. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.40 MGD for the month of November. Mr. Jones reported that the highest weekly average flow was 1.45 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 Mr. Rick Jones in Ms. Sledd's absence. Mr. Jones reported on the following: in Safety, DOT Flagger training on December 6 with 8 employees; in HR, year-end processes completed, bi-annual reviews to start in January, annual workers comp audit completion and system preparation for 2024. A group of employees volunteered to wrap gifts for Silver Bells Coweta that collects gifts from organizations for Senior Citizens and; company Christmas luncheon with decorations that Welch Elementary students made for our tables. 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 31,271 for the month of November, an increase of 70 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was originally 459 but after various methods of contacting the customers it brought the list down to 161. In Information Technology, Mr. Sibley gave an overview of the Security and Communication being used in our organization and the Software programs our departments use. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for November FY2024: revenues, expenses, and water sales, purchased and produced. Chairman Bartlett asked if he had already started the search to find a new firm to do the audit. Mr. Dawson replied that he has an RFP (Request for Proposal) that has

been prepared and we have had Mr. Smith (our previous auditor) and Ms. Griffis to review it. 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. Larry Kay, seconded by Mr. Dennis Hammond. Motion was carried, and the meeting was adjourned into Executive Session.

Chairman Bartlett asked if there was any new or old business to discuss. There being none, Chairman Bartlett asked for a motion to adjourn the meeting. Motion was made by Mr. Dennis Hammond, seconded by Mr. Larry Kay. Motion was carried and the meeting was adjourned.

Laurie Bartlett- Chairman

Larry Kay- Secretary