

Coweta County Water & Sewerage Authority

October 7, 2020

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, October 7, 2020, 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, Sarah Fay Campbell (Newnan Times Herald), Mr. Clay McEntire (J. Smith Lanier & Co.).

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

Chairman Smith asked for a motion to approve the minutes from the September 2, 2020 Board meeting. Motion was made by Vice Chairman Bartlett, seconded by Dr. Marc Guy to approve the minutes. Motion carried.

The first agenda item was the Property and Casualty Insurance Renewal by Mr. Clay McEntire (Sarah Fay Campbell arrived at 9:03 a.m.) Mr. McEntire presented the Board Members with the insurance summary for the 2020 – 2021 renewal. Mr. McEntire discussed the coverages, changes in the coverages, and the renewal premiums. Carriers were polled to gauge interest in giving a competitive quote, known as a soft marketing. Only one carrier (Cincinnati) provided a quote which was well above the renewal premium presented by the current carrier. It is recommended that we renew with our current carrier (U.S. Specialty Insurance Company). Chairman Smith asked if there were any questions for Mr. McEntire. There being none, Mr. McEntire left the meeting at 9:07 a.m. Ms. Griffis told the Board that if they were satisfied with what the Staff is recommending, they could vote on approving the renewal or wait to approve it at the next Board meeting. Chairman Smith stated that he was comfortable with moving forward on the approval. Chairman Smith asked for a motion to approve the Property and Casualty Insurance. Motion was made by Vice Chairman Bartlett, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was the Agreement with Green Top Road, LLC by Mr. Jay Boren. Mr. Boren stated that this is for the easement with the Barron Property to do the tie in on Hwy 29 to the system that we received from Newnan Utilities. Ms. Griffis stated that the easement has been previously discussed and they just added two more tracts that is next to the property. Ms. Griffis also stated that the deeds have been sent in to be recorded but due to COVID it has been delayed. Ms. Griffis added that we need approval subject to the recordation of those deeds first, and after the deeds are recorded then she can send in the agreement to be recorded. Ms. Griffis stated that she has reviewed the agreement. Chairman Smith asked the Board if there were any questions. There being none, Chairman Smith asked for a motion to approve the Agreement with Green Top Road, LLC subject to the recording of those deeds. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was the Approval of Watershed Protection Plan for Sandy Creek and Keg Creek by Mr. Jay Boren. Mr. Boren stated that the purpose of the Watershed Protection Plans are to present a strategy for protecting existing water quality within the service area and to outline best management practices; also stating that each of these plans for Sandy Creek and Keg Creek will be included in the Authority's comprehensive plan and in the Watershed Protection Plan that was previously approved by the Board. Mr. Boren stated that there are not any documents that need to be signed, it only requires a formal approval by the Board. Chairman Smith called for a motion to approve the Watershed Protection Plan for Sandy Creek and Keg Creek. Motion was made by Vice Chairman Bartlett, seconded by Dr. Marc Guy. Motion carried.

The next agenda item was an update on Customer Care by Mr. Alan Sibley. Mr. Sibley presented graphs reporting the Customer Count at 28,510 for the month of August, an increase of 79 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 80. In Information Technology, Mr. Sibley gave updates on the Cartegraph project and the different phases that are in progress. Mr. Sibley also gave updates on the list of technology items that they are working on. No action needed.

Mr. Sibley left the meeting at 9:13 a.m. The next agenda item was an update on Operations by Mr. Rick Jones. In Construction, Mr. Jones reported for the month of August that there were 41 leaks. There were 21 digs and 132 drops for a total of 153, an increase of 39 from July. Mr. Jones reported on the status of meter installs for August. Mr. Jones reported on current projects: installation of two (2) valves at Daisy Place for the Road Department culvert replacement; vault installed for White Oak Presbyterian Church; and completed decentralized install for Blalock Lakes lot 75. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 927 customers in August, 481 by email and 446 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, Amenity Center in Phase 1 at Twelve Parks, 3 lots on Tommy Lee Cook Road in Fair Arbors; in commercial, Auto Zone at Fischer Crossing, East Aviation at Newnan Coweta Airport, Sacred Journey Hospice at Oak Hill Business Park. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 3.52 MGD for the month of August and the total demand for the month was 9.48 MGD. Mr. Jones reported that Niagara used 1.05 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.34 MGD for the month of August. Mr. Jones reported that the highest weekly average flow was 1.39 MGD. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. Ms. Sledd reported on Safety Update stating that Safety Coordinator Bryan Burns conducted a Damage Utility Training for 28 Employees last month. No action needed.

The next agenda item was an Update on Health Insurance. Ms. Sledd reported on the new renewal for health insurance. Ms. Sledd presented information explaining the reasons for rate increases by the insurance providers and discussed renewal information from the last three years. Ms. Sledd also presented information stating that Cigna (the Authority's current healthcare provider) approached the Authority with an early renewal offer. Ms. Sledd stated that based on the current situation, it is the Authority's opinion that we should accept the early renewal offer for the 2020-2021 plan year. Chairman Smith asked what kind of feedback and experience that she has received from the employees in reference to the current insurance provider. Ms. Sledd stated that we have used them for

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a couple of years and that at the beginning there were a few that had to get adjusted to the network of doctors that were covered. Chairman Smith asked if they needed to approve the renewal at this time. Ms. Griffis said the Board could approve it this month or if they prefer, they can wait until the next meeting. Chairman Smith asked if anyone had any comments or feedback. There being none, Chairman Smith said that because of Staff's recommendation he has decided to include the approval at this meeting. Chairman Smith asked for a motion to approve the Cigna renewal. Motion was made by Vice Chairman Bartlett, seconded by Dr. Marc Guy. Motion carried.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for July FY2021: revenues, expenses and water sales, purchased and produced. Mr. Dawson presented information about the Popular Road sewer bore to be done by Crawford Grading & Pipeline, Inc. Mr. Dawson stated that this project needs to have Board approval. Ms. Griffis stated that this item was not on the agenda and if it needed Board approval, the agenda would need to be amended. Chairman Smith stated that we would continue with the agenda and amend the agenda at the end.

The next agenda item was Modification of Loan Agreement with GEFA by Mr. Roger Dawson. Mr. Dawson stated that the AMI work under the GEFA Loan is complete and funds remain under the approved borrowing amount. CCW&SA contacted GEFA to get approval for a scope change to the loan to allow for "the repair and replacement of various facility components of the BT Brown Water Treatment Plant." In order to formalize this approval, loan modification documents must be executed. Chairman Smith asked for a motion to approve the Modification of Loan Agreement with GEFA. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was a Resolution for GEFA Loan Number DW2016012 by Mr. Roger Dawson. Mr. Dawson stated that this requires Board approval that was sent to them for their review. Chairman Smith asked for a motion to approve the Resolution for GEFA Loan Number DW2016012. Motion was made by Vice Chairman Bartlett, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was Approval of Tax Certificate for GEFA Loan Number DW2016012 by Mr. Roger Dawson. Mr. Dawson stated that this requires Board approval that was sent to them for their review. Chairman Smith asked if there were any questions. There being none, Chairman Smith asked for a motion to approve. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried.

Ms. Griffis stated that the agenda will need to be amended to add the approval of the Popular Road project. Chairman Smith asked for a motion to amend the agenda to include the Approval of the Popular Road Sewer Bore. Motion was made by Dr. Marc Guy, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was the Approval of the Popular Road Sewer Bore by Mr. Roger Dawson. Mr. Dawson stated that this sewer bore will go underneath the road across from Piedmont Newnan Hospital to allow for future growth. Mr. Dawson stated that Crawford Grading and Pipeline, Inc. gave the lowest bid to do this project. Chairman Smith asked about the location that they are doing the road bore. Mr. Jones stated that the location where the bore is going to be done is because the Authority already has an easement and sewer line on that side, and it is the best straight route to do the bore. Chairman Smith asked if there were any questions. There being none, Chairman Smith asked for a motion to approve the Popular Road Sewer Bore. Ms. Griffis stated that this is the approval that Vice Chairman Bartlett is abstaining from. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried with Vice Chairman Bartlett abstaining.

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 Mr. Mark Woods. The motion was carried, and the meeting was adjourned into Executive Session.

Chairman Smith asked if there was any new or old business to discuss. There being none, Chairman Smith asked for a motion to adjourn the meeting. Motion was made

by Dr. Marc Guy, seconded by Mr. Mark Woods, the motion was carried, and the meeting was adjourned.

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Eric Smith – Chairman

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Dr. Marc Guy – Secretary