

Coweta County Water & Sewerage Authority

October 4, 2023

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, October 4, 2023, 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, Mandy Sledd, Roger Dawson, Clay McEntire (Marsh & McLennan Agency) and Lukas Corpe.

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

Chairman Bartlett asked for a motion to approve the minutes from the September 6, 2023, Board meeting. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods to approve the minutes. Motion carried.

The first agenda item was a Service Award by Mr. Jay Boren. Mr. Boren presented a 5-year service award to Mr. Lukas Corpe, Maintenance Manager. No action needed. Mr. Lukas Corpe left the meeting at 9:04 a.m.

The next agenda item was Property and Casualty Insurance Renewal by Mr. Clay McEntire. Mr. McEntire presented the Board members with the 2023-2024 renewal. Mr. McEntire stated that the property market in general is not very good and global losses trickle down to our renewal, also stating that with the global losses we did have a tougher property renewal. Mr. McEntire discussed the coverages, changes in the coverages and the renewal premiums. Mr. McEntire discussed the following: we increased the deductible on the property renewal to offset some of the premiums and that the property increase was about 26%; auto insurance increased slightly with adding four vehicles from last year and we increased the deductible; workers compensation decreased by 9%. After presenting the information about the coverages for the

renewal Mr. McEntire asked if there were any questions. There being none, Mr. McEntire left the meeting at 9:12 a.m. Chairman Bartlett asked if the Staff was satisfied with the renewal. Mr. Boren stated that they were very satisfied with this renewal and that they had made some decisions to offset some of the increases. Ms. Griffis added that Marsh & McLennan Agency provides the information to us in a timely manner when we need documentation of our policy for many of the contracts and agreements that are reviewed throughout the year, and they always provide excellent customer service. Chairman Bartlett asked for a motion to approve the Property and Casualty Insurance Renewal. Motion 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 August that there were 107 leaks. There were 20 digs and 146 drops for a total of 166, an increase of 121 from July. Mr. Jones reported on the status of meter installs for August. Mr. Jones reported on current projects: meeting with Anthony Cavender to discuss taking over his customers on John Boy Trail, Tinica Way and Twelve Springs; NYCO vaults installed; notified all Shoal Creek customers that meter and service line change-outs will begin in mid-October; United Grading has started pressure testing on the 24" transmission line. In Maintenance, Mr. Jones gave updates on the following: both Madras lift station pumps are back online following the transition off Newnan Utilities' force main; new Aerzen blower start-up complete at Shenandoah; raw water #2 pump motor has been sent to GWI for repair; rebuilt RAS/WAS pump was received from Pro Pump Solutions and put into service; and working on upgrading the influent lift station electrical control panel. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; and the meter department contacted 900 customers in August, 551 by email and 349 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: no new submittals for the month in residential and commercial; in CCWSA Design Work, 600' of 8" water main on John Boy Trail; and 1900' of 8" water main on Tinica Way; 1230' of 8" water main on Twelve Springs Drive. Mr. Jones stated that this is the area that is currently served by Mr. Anthony Cavender's well system that we will be serving with county water. Chairman Bartlett asked if these residents had been notified. Mr. Jones responded that Mr. Cavender had sent a letter out and we are sending one

out this week to inform them about the time we will be taking over the water system and the cost to connect. Mr. Boren added that we are notifying them but also sending letters to the owners of the properties that are used for rental property. Mr. Mark Woods asked if we could put up a message board around that area to inform the residents. Mr. Jones said we could put one up at a central location around that area to make those residents aware. Mr. Jones said they will make every effort to make sure that the residents know about the changes and that they must apply for their water service by a certain date. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 5.62 MGD for the month of August and the total demand for the month was 11.73 MGD. Mr. Jones stated that the reservoir is down a little over 6 feet with the lack of rain. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.50 MGD for the month of August. Mr. Jones reported that the highest weekly average flow was 1.53 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/Insurance Renewal by Ms. Mandy Sledd. Ms. Sledd reported on the following: in Safety, Mr. Brian Walsh with United Rentals presented on Confined Spaces at our September Safety Meeting; and in HR, the Community Involvement Committee organized an opportunity to volunteer at Bridging the Gap on August 30 where they prepared food boxes to assist with BTG's weekly food distribution. Ms. Sledd reported on information about our medical insurance renewal stating that we received a flat renewal from Cigna and upon review, negotiated a -4% no-shop renewal on each of our four medical offerings; and Anthem came back with a 4% increase for dental and a flat renewal for Life, Disability and Vision. Ms. Sledd stated that we recommend that we stay with Cigna for the renewal and stay with Anthem for the Ancillary Plan Renewal. Chairman Bartlett asked for a motion to accept the renewals for Cigna and Anthem. Motion made by Dr. Marc Guy, seconded by Mr. Mark Woods. 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 31,001 for the month of August, an increase of 60 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was

originally 366 but after various methods of contacting the customers it brought the list down to 143. In Information Technology, Mr. Sibley stated that IT has done the following: implemented multi-factor authentication and increased password length; keeping servers and laptops updated with new upgrades regularly; we have a program that keeps equipment from getting viruses and spam filters to protect our emails; we provide training and test emails to make the employees aware of things to look for; and we have firewall monitoring. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for August FY2024: revenues, expenses, and water sales, purchased and produced. Mr. Dawson stated that the reason the connection fees are a good bit higher than budgeted is because there have been a lot of new vaults and projects going on. Mr. Dawson stated that in accordance with our rate policy regarding our semi-annual Consumer Price Index review (the Southeast Region CPI), Management is informing the Board that an increase in the amount of 2.5% will be applied to Residential, Commercial/Industrial and School/Church tiered rates beginning with billing cycle number one and with the bill date of November 15, 2023 and this will allow all billing cycles to be communicated to with messages on the bill before the increase starts. 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 Dr. Marc Guy. 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 Dr. Marc Guy, seconded by Mr. Larry Kay. Motion was carried and the meeting was adjourned.

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Laurie Bartlett- Chairman

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Larry Kay- Secretary

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