

Coweta County Water & Sewerage Authority

November 3, 2021

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, November 3, 2021, 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, Alan Sibley, Rick Jones, Sarah Fay Campbell (Newnan Times Herald).

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

Chairman Smith asked for a motion to approve the minutes from the October 6, 2021 Board meeting. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy to approve the minutes. Motion carried.

The first agenda item was Approval of Low-Income Household Water Assistance Program. Mr. Boren stated that this program is to provide funds to assist low-income households with their water and wastewater utility bills; also stating that the Authority has applied and registered for this program, completing all the necessary paperwork. Mr. Boren asked the Board for their approval. Chairman Smith asked if there were any questions. There being none, Chairman Smith asked for a motion to approve the Low-Income Household Water Assistance Program. 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 September that there were 70 leaks. There were 14 digs and 110 drops for a total of 124, an increase of 84 from August. Mr. Jones reported on the status of meter installs for August. Mr. Jones reported on current projects: installed vault at Coweta Business Center; installed decentralized system at Lot 436 Blalock Lakes; completed the walk-through on Woodstream Project; received easements from surveyor for Highway 16 and Old Highway 85. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 1,003 customers in September, 401 by email and 602

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by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, 43 lots in Oak Hill Reserve; 95 lots in Whistle Ridge; in commercial, Rooker Raymond Hill, an office/warehouse development off Raymond Hill Road; Hat Creek Burger Company on the corner of Newnan By-pass and Poplar Road. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 5.1 MGD for the month of September and the total demand for the month was 9.3 MGD. Mr. Jones reported that Niagara used 1.2 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.44 MGD for the month of September. Mr. Jones reported that the highest weekly average flow was 1.49 MGD. 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 29,499 for the month of September, an increase of 52 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 117. In Information Technology, Mr. Sibley stated that with the assistance from Ms. Sledd, we have added an intern to our IT department; also stating that he comes with great experience from his former job and applying his knowledge in the areas that we needed help. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. Ms. Sledd gave a Safety Update on the following for October: Bryan Burns conducted a Confined Space Training for new hires on October 5; Builders Insurance Safety Leadership Award was on October 14; Bryan Burns conducted an Active Shooter Training on Oct 20 with six Employees attending. No action needed.

The next agenda item was an Update on Health Insurance by Ms. Sledd. 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 two 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 2021-2022 plan year. Chairman Smith asked if there were any questions. There being

none, Chairman Smith asked for a motion to approve the medical renewal plan. 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 September FY2022: revenues, expenses, and water sales, purchased and produced. Mr. Boren added that he wanted to make a comment about an issue in the area of connection fees, stating that with supply chain issues we have been told by our Sensus meters provider that they will not be able to supply us with water meters for the next six months. Mr. Boren also stated that this problem is not just for us but across the board. Mr. Jones added that we are looking into other options in the meantime, and there were discussions with the Board members about putting a plan in place for dealing with the time period of meter shortages. No action needed.

The next agenda item was Proposed 2022 Board Meeting Dates by Mr. Jay Boren. Mr. Boren stated that there were two changes that were requested, April 6 meeting moved to March 30 and May 4 meeting moved to April 27. Mr. Boren also stated that there are two more requests to change the June 1 and July 6 meetings. Ms. Griffis mentioned that these two meetings are around holidays and questioned if the Board members would be available for those two meetings. Ms. Griffis stated that she would not be available for those two meeting dates and if the Board leaves the dates as is, that she would have someone from the firm attend the meetings. There were discussions about whether to add the two more changes to the meeting dates with the Board members. After discussions, the Board members decided to leave the schedule as presented without the two additional changes. Chairman Smith asked for a motion to approve the 2022 Proposed Board Meeting Dates. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion carried.

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 Dr. Marc Guy. The 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. There being some, Chairman
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Smith asked for a motion to ratify a decision made in Executive Session related to Real Estate. Motion was made by Mr. Mark Woods, seconded by Dr. Marc Guy. Motion carried. Chairman Smith asked for a motion to adjourn the meeting. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay, the motion was carried, and the meeting was adjourned.

Laurie Bartlett – Vice Chairman

Dr. Marc Guy - Secretary