

Coweta County Water & Sewerage Authority

November 6, 2024

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, November 6, 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, P.C.), Jay Boren, Heidi Mann, Rick Jones, Alan Sibley, Roger Dawson, Mandy Sledd, Emmanuel McBurnett, and Samuel Latimer (Rushton, LLC, Certified Public Accountants). Mr. Walter Jones was a visitor in attendance today.

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

Chairman Bartlett asked for a motion to approve the minutes from the October 2, 2024, Board meeting. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy. Motion carried.

The first agenda item was a Service Award by Mr. Jay Boren. Mr. Boren presented a 15-year service award to Mr. Emmanuel McBurnett, Construction Manager. No action needed. Mr. McBurnett left the meeting at 9:04 a.m.

The next agenda item was FY24 Audit Presentation by Mr. Samuel Latimer. Mr. Latimer presented the annual audit report dated September 27, 2024, and provided copies to the Board members at the Board meeting. Mr. Latimer discussed the unmodified opinion on the financial statements, as well as the Authority's responsibilities, Rushton's responsibilities, and the audit standards under which the Audit was conducted. Mr. Latimer gave an overview of key elements of the Statement of Changes in Net Position, as well as the change in net position over the last three years, the make-up of net position over the last three fiscal years, and key components of operating revenue and expenses for the last three fiscal years. Mr. Latimer discussed the Report

on Internal Control and Other Matters (Yellow Book – Government Standards), as well as the Report on Compliance and Internal Control over Major Programs (Federal Grant Funding). No instances of non-compliance and no instances of material weaknesses or significant deficiencies in internal control were noted in either report. Mr. Latimer discussed that Government Accounting Standards Board (GASB) No. 100 *Accounting Changes and Error Corrections – an amendment of GASB No. 62* was implemented in the fiscal year ending June 30, 2024. The implementation had no effect on the presented financial statements. Mr. Latimer discussed certain required communications including the auditor's responsibilities, accounting policies, accounting estimates, corrected audit adjustments, uncorrected audit adjustments (none in current year), disagreements with management (none in current year), difficulties encountered in performing the audit (none), management representations, management's consultations with other independent accountants (none), and other audit findings or issues. Mr. Latimer discussed the management comment letter provided to the Board that noted two minor improvements that were suggested to management during the audit. Those suggestions will be followed up on during the next audit. Mr. Latimer discussed future reporting changes including GASB Statement No. 101, *Compensated Absences*, GASB Statement No. 102, *Certain Risk Disclosures*, and GASB Statement No. 103, *Financial Reporting Model Improvements*. Chairman Bartlett asked if there were any questions. There being none, Chairman Bartlett asked for a motion to accept the FY24 Audit. Motion was made by Mr. Mark Woods, seconded by Mr. Dennis Hammond. Motion carried. Mr. Sam Latimer left the meeting at 9:20 a.m.

The next agenda item was Proposed 2025 Board Meeting Dates by Mr. Jay Boren. Mr. Boren said that the following meetings were requested to be changed from the normal first Wednesday of the month; January 1, 2025, changed to January 8, 2025; May 7, 2025, changed to April 30, 2025; and July 2, 2025 changed to June 25, 2025. Mr. Boren asked if the Board would accept those changes. Chairman Bartlett asked if they had reviewed those changes and if they were ready to make a motion to accept the 2025 Board Meeting Dates. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was Approval of Krebbs Task order No. 24514-Exit 41 Sanitary Sewer Improvements by Mr. Jay Boren. This is the project that we have talked about for years that would allow for more capacity to be provided to that site and others. Mr. Boren also stated that this is just for the engineering needed for that project from Krebbs Engineering for \$475,000. Chairman Barlett asked for a motion to approve the Krebbs Task Order No. 24514-Exit 41 Sanitary Sewer Improvements. 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 82 leaks. There were 11 digs and 119 drops for a total of 130, an increase of 72 from August. Mr. Jones reported on the status of meter installs for August. Mr. Jones reported on current projects: working on obtaining easements for Phase 2 of the Chattahoochee Transmission Main; began clearing on Price Rd to install new 8" water main; Sullivan Rd water main relocation project has been completed; Distribution crew is working on flushing, hydrant painting, and valve exercises in the Moreland and Grantville areas. In Maintenance, Mr. Jones gave updates on the following: GWI onsite to perform repairs to Kason Lift Station; new control panel at Line Creek BPS tested and put into operation; replace Raw Water Well level transducer at BT Brown; replaced leaking yard hydrants at BT Brown; installed booster pump for chlorine dioxide generator at BT Brown, supported City of Senoia during power outage with delivery and setup of portable generators to one of their lift stations. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics. The meter department contacted 507 customers in September, 235 by email and 272 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, 31 lots in Steam Forest on Gosdin Rd off Tommy Lee Cook; in commercial, Popeyes off Poplar Rd; and Airport Apron Phase 2 off East Aviation Way. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.41 MGD for the month of September and the total demand for the month was 11.10 MGD. Mr. Jones gave an update on the Chattahoochee Pump Station and stated that thankfully the flooding did not cause any major issues at that site. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged

1.617 MGD for the month of September. Mr. Jones reported that the highest weekly average flow was 2.38 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 Ms. Mandy Sledd. Ms. Sledd reported on the following: in Safety, Ms. Ashley McKenzie was the speaker for the October meeting, and the topic was Healthy Eating and it was in line with our nutritional campaign we did for the month; and two employees attended the Georgia Safety Conference which was September 3-6; in HR, ten employees attended and passed the Collection System Operator Licensing Class on September 23-26; in Marketing, Ms. Sledd showed a couple of things that are being posted on social media and encouraged the Board to follow the Authority on social media. Ms. Sledd presented information on the 2024-2025 Benefit Renewal. Ms. Sledd stated that for our Ancillary Plan (dental, vision and life and disability plans), Anthem came back with a 5% increase for dental and a flat renewal for life, disability and vision. Ms. Sledd discussed that for the medical insurance we received a 15.7% renewal for our Fully Insured plans that we currently have and an 18.7% to go to Level Funded. After negotiating we received an 8% renewal for both for a no-shop renewal. Ms. Sledd stated that we were able to negotiate that because our medical loss ratio was 73.5% which as a reminder you want that to be under 80%, so ours was a very good medical loss ratio. Ms. Sledd discussed the different types of health insurance plans; Fully Insured, Self-Funded (typically what large companies do) and Level Funded. The Level Funded Plan is relatively new and is getting more popular with organizations our size. Ms. Sledd stated that based on the information that our recommendation is to stay with Cigna and accept Anthem's and move to a Level Funded Plan. Chairman Bartlett asked for a motion to approve the staff recommendation for the Health Insurance Renewal. Motion was 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 31,751 for the month of September, an

increase of 60 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was originally 379 but after various methods of contacting the customers it brought the list down to 121. In Information Technology, Mr. Sibley stated that in previous months we have discussed the Tyler method to notify the customers and we have used this to notify the customers in different areas for boiled water notifications by phone. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for September FY2025: revenues, expenses, and water sales, purchased and produced. 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. Dennis Hammond, seconded by Mark Woods. Motion was carried, and the meeting was adjourned into Executive Session.

Chairman Bartlett asked if there was any new business to discuss. Dr. Marc Guy made a motion to amend the agenda to add the Agreement for Professional Services Project No. 22W38315 for BT Brown Water Treatment Plant Capacity Expansion, seconded by Mr. Mark Woods. Dr. Marc Guy made a motion to approve the Agreement for Professional Services Project No. 22W38315 for BT Brown Water Treatment Plant Capacity Expansion with Garver per review by Authority Counsel and CEO, seconded by seconded by Mr. Mark Woods. Motion carried. Chairman Bartlett asked if there was any old business to discuss. There being none, Chairman Bartlett asked for a motion to adjourn the meeting. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion was carried and the meeting was adjourned.

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Laurie Bartlett- Chairman

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Dr. Marc Guy- Vice Chairman

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