

Coweta County Water & Sewerage Authority

March 30, 2022

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, March 30, 2022, in the Board 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, Ms. Melissa Griffis (Attorney with Horne & Griffis), Jay Boren, Heidi Mann, Roger Dawson, Mandy Sledd, Alan Sibley, Rick Jones. Co-Treasurer Mr. Mark Woods attended via Zoom for the majority of the meeting. Chairman Mr. Eric Smith had originally planned on attending the meeting via Zoom, but was able to come live. Vice Chairman Bartlett had been posted on the agenda to lead the meeting and the agenda was not amended.

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

Vice Chairman asked for a motion to approve the minutes from the March 2, 2022 Board meeting. Motion was made by Chairman Smith, seconded by Mr. Larry Kay to approve the minutes. Motion carried.

The first agenda item was Approval of Intergovernmental Agreement with Fayette County for Water Supply by Mr. Jay Boren. Mr. Boren stated that the Board has already approved the agreement, but that Fayette County made several edits stating that the major change was that the jurisdiction is now in Fayette County, and it is a renewable twelve-month agreement. Ms. Griffis added that she has reviewed all the changes, confirming what Mr. Boren said the main edit was to change the jurisdiction to be in Fayette County and that there also is a provision for termination within ninety days if necessary. Mr. Boren also stated that the original agreement stated for Emergency Water Supply, and they took Emergency out of the wording. Vice Chairman Bartlett asked if there were any questions. There being none, Vice Chairman Bartlett asked for a motion to approve the Intergovernmental Agreement with Fayette County for Water Supply. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was Approval of Increase to Activation, Meter Connection, Sewer Connection, and Irrigation Meter Fees by Mr. Jay Boren. Mr. Boren stated that these fees will apply to the builders for new accounts or new commercial accounts or if an account has an issue with activation. Ms. Griffis stated that since these fees are for new customers not existing customers, the Board can vote on this today if they are inclined. Ms. Griffis stated that this information was presented at a previous meeting and was sent to the Board prior to the meeting for their review and posted on the website. Vice Chairman Bartlett asked for a motion to approve the Increase to Activation, Meter Connection, Sewer Connection, and Irrigation Meter Fees. Motion was made by Dr. Marc Guy, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was Approval of letter of Recommendation for BT Brown Contract Award- Carter & Sloope, Inc. by Mr. Jay Boren. Mr. Boren stated that this is for the upgrades to BT Brown Water Treatment Plant. Mr. Boren also stated that Carter & Sloope is the Engineer of record for this upgrade. Mr. Boren gave updates stating that with inflation the bids came in higher and in turn we have re-submitted information to GEFA to receive more funding. Ms. Griffis stated that there are some proposed edits that need to be made because the contract stated jurisdiction is in British Columbia and we will need to change a few vocabulary words because of meanings in the difference of languages. Ms. Griffis stated that if the Board is inclined to approve the contract subject to Mr. Boren's approval of edits and it is not content that needs to be edited, it's just verbiage. Chairman Smith made said motion to approve the Letter of Recommendation for BT Brown Contract Award-Carter & Sloope with Mr. Boren's edited approvals, seconded by Dr. Marc Guy. Motion carried.

The next agenda item was an update on Operations by Mr. Rick Jones. In Construction, Mr. Jones reported for the month of February that there were 58 leaks. There were 22 digs and 58 drops for a total of 80, an increase of 13 from January. Mr. Jones reported on the status of meter installs for February. Mr. Jones reported on current projects: bores completed at the airport for two vault installs; completed connection from Poplar Preserve to Yeager Road; replaced two culverts on sewer rights-of-way behind Oldcastle; working on valve exercises in Senoia area. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 752 customers in February 342 by email and 410 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in

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residential, 62 lots in Duvall Farms off Happy Valley Circle; 6 lots in J&R Houghton off Bexton Road; Outlook at Fischer at the former Fortress Project next to Costco; Chapel Hill Clubhouse in Chapel Hill subdivision; in commercial, Solomon Brothers at Fischer Crossings; HMC Construction on East Gordon Road. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.1 MGD for the month of February and the total demand for the month was 7.2 MGD. Mr. Jones reported that Niagara used 1.04 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.60 MGD for the month of February. Mr. Jones reported that the highest weekly average flow was 1.83 MGD. Mr. Jones reported on the activity of Blalock Lakes and Oaks at Turin decentralized systems and Twelve Parks. Mr. Jones discussed working with 120Water, a group to help identify lead and copper throughout our water system. This is a Federal mandated program that we are required to do even though we do the testing every three years. 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 29,853 for the month of February, an increase of 51 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was 101. In Information Technology, Mr. Sibley reported that they were working on the following items: additional upgrades with Tyler Technologies and more upgrades as we prepare for improvements with internal and external Customer Care improvements; also making many new internal hardware upgrades; Fortinet Firewall has been installed; several APC (American Power Conversions) UPS's are being installed and they are in progress of implementing new servers. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. In Safety, Ms. Sledd reported that Karen Tinker with The Council on Alcohol and Drugs conducted the Annual Drug Free Workplace Training; a one-hour training for all Employees, followed by another one-hour training for Supervisors and is a necessary training so that we can receive a discount on our Workers Compensation Insurance. In HR, Ms. Sledd stated that the annual Retirement Meeting was on March 9 with Patrice Minor from Empower and Minesh Amin from Wells Fargo that spoke on Market Volatility. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for February FY2022: revenues, expenses, and water sales, purchased and produced. Chairman Smith asked about updates of increased costs on the expansion of the wastewater treatment plant and other projects. Mr. Boren and Mr. Jones discussed the increases that have been forecasted and some of the materials that were purchased ahead of time. Mr. Dawson added that we will use GEFA for the funding of the increased amounts. No action needed.

Vice Chairman Bartlett called for a motion to adjourn into Executive Session for Real Estate, Personnel and Litigation. Motion was made by Chairman Smith, seconded by Mr. Larry Kay. The motion was carried, and the meeting was adjourned into Executive Session.

Dr. Marc Guy left the meeting in Executive Session at 10:20 a.m. Mr. Mark Woods ended his Zoom session at 10:25 a.m. Vice Chairman Bartlett asked if there was any new or old business to discuss. There being none, Vice Chairman Bartlett asked for a motion to adjourn the meeting. Motion was made by Chairman Smith, seconded by Mr. Larry Kay. Motion was carried and the meeting was adjourned.

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Laurie Bartlett- Vice Chairman

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Dr. Marc Guy - Secretary