

Coweta County Water & Sewerage Authority

May 24, 2023

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, May 24, 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, 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, and Jazmin Gunter. Secretary Mr. Larry Kay attended via telephone.

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

Chairman Bartlett asked for a motion to approve the minutes from the April 26, 2023, Board meeting. Motion was made by Dr. Marc Guy, 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 Ms. Jazmin Gunter, Billing Specialist. No action needed. Ms. Gunter left the meeting at 9:04 a.m.

The next agenda item was the Approval of Agreement with Garver for Chattahoochee River Pumping Station and Raw Water Transmission Main by Mr. Jay Boren. Mr. Boren stated that this agreement is for the engineering portion of the pump station and the amount for this agreement is 4.2 million dollars. This agreement along with the following ones that are on the agenda are covered under the GEFA loan. Ms. Griffis commented that for the next couple of agreements that are on the agenda, we are going to need the Board to approve these agreements if you are so inclined with edits to be approved by the CEO and General Counsel. Also stating that we have made edits to the drafts that were attached to your agenda and are still finalizing all five of the agreements. Motion to approve the Garver Agreement for Chattahoochee River

Pumping Station and Raw Water Transmission Main subject to edits approved by the CEO and General Counsel was made by Dr. Marc Guy, seconded by Mr. Mark Woods. Motion carried.

The next agenda item was the Approval of Agreement with TerraMarc by Mr. Jay Boren. Mr. Boren stated that this agreement is for the survey to support the planning, design, and construction of 52,000 feet of raw water main and the cost is \$153,000. Motion was made for the Approval of Agreement with TerraMarc subject to edits approved by CEO and General Counsel by Mr. Mark Woods, seconded by Dr. Marc Guy. Motion carried.

The next agenda item was the Approval of Agreement with Atlas by Mr. Jay Boren. Mr. Boren stated this agreement is the Geotechnical Proposal from Atlas Engineering and the amount is \$32,000.00. Motion was made for the Approval of Agreement with Atlas subject to edits approved by CEO and General Counsel by Mr. Mark Woods, seconded by Dr. Marc Guy. Motion carried.

The next agenda item was Approval of Agreement with Ryper Water Analytics by Mr. Jay Boren. Mr. Boren stated that this proposal is for \$27,000 and is for financial and rate analysis that will be done for this project, and they will look at financing and grant opportunities. Chairman Bartlett asked if it was required to do this. Mr. Boren stated that it would help us with grant opportunities. Motion was made for the Approval of Agreement with Atlas subject to edits approved by CEO and General Counsel by Mr. Mark Woods, seconded by Dr. Marc Guy. Motion carried.

The next agenda item was the Approval of Agreement with Eagle Dynamic Solutions, LLC by Mr. Jay Boren. Mr. Boren stated that this proposal is for the alum pond dredging and dewatering services at BT Brown Water Treatment Plant, and the amount is \$250,000. Mr. Boren described the process, and the main cost is in the hauling portion. Mr. Mark Woods asked how often we needed to dredge the ponds. Mr. Jones replied that it depends on the operation times of the plant, the last time we did it was three years ago, and it was done by us instead of an outside company. Mr. Jones also stated that the process has changed because of EPD requirements. Motion was made for the Approval of Agreement with Eagle Dynamic Solutions, LLC subject to

edits approved by CEO and General Counsel by Dr. Marc Guy, seconded by Dr. Marc Guy and 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 April that there were 36 leaks. There were 14 digs and 59 drops for a total of 73, an increase of 1 from March. Mr. Jones reported on the status of meter installs for March. Mr. Jones reported on current projects: clearing completed for Airport waterline extension; United Grading has resumed work and has laid approximately 3200' of waterline on the power easement; installed a decentralized system at Lot 90 in Blalock Lakes; valve exercising, and hydrant painting are being completed in the southern portion of the County. Mr. Jones added a new slide to report on in the Maintenance Department. In Maintenance, Mr. Jones gave updates on the following: Buddy West tank actuator replaced and back in service; Alpha lift station generator installed, tested, and now in service; installed 3 floating aerators at Shenandoah and all 5 aerators are now in service; spare pump for Kason lift station repaired and returned to storage; electrical service and SCADA RTU installed for Shoal Creek. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 615 customers in March, 366 by email and 249 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in commercial, Seven Brew Coffee off E Hwy 34 at Timberbrook; Publix at Fischer Marketplace off E Hwy 34 at Fischer Road; Lower Fayetteville Storage at the corner of Hwy 154 and Lower Fayetteville. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 4.49 MGD for the month of April and the total demand for the month was 8.36 MGD. Mr. Jones reported that Niagara used 1.14 MGD. Mr. Jones gave updates on the BT Brown upgrade. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.56 MGD for the month of April. Mr. Jones reported that the highest weekly average flow was 1.79 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: Justin Key from CrossFit Newnan came to discuss the importance of being fit to help reduce injuries in the field and nutritional pointers at our last Safety

Meeting; several employees volunteered at Special Olympics in April; a group of employees volunteered with RiverLife to help with a yard clean-up for a single mom; we sponsored and participated in the Chamber Golf Tournament on May 3; on May 4 we celebrated Water Professionals Appreciation Day with a luncheon for the employees. 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 30,848 for the month of April, an increase of 34 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was originally at 598 but after various methods of contacting the customers it brought the list down to 187. In Information Technology, Mr. Sibley discussed Water Information Management Systems stating that this is a Data Management Software used for Water and Wastewater Plants; stating that it can be accessed by both plants, gathering lab, field and process data to combine the data that is used to meet the requirements for the EPA Clean Water Act. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for April FY2023: revenues, expenses, and water sales, purchased and produced. No action needed.

The next agenda item was FY2024 Budget Presentation by Mr. Roger Dawson. Mr. Dawson presented the proposed FY2024 Budget for Board consideration, stating that the Board had received a copy of the proposed FY2024 Budget in its monthly Board package, including a Budget Summary, Budget Detail, Capital Detail, and a Five-Year Capital Schedule. Mr. Dawson indicated that the Board would be asked to approve the FY2024 Budget at the next Board Meeting, reminding the Board that they would only be approving the FY2024 Budget, not the Five-Year Capital Schedule, as it was presented for informational purposes only. Mr. Dawson stated that the proposed FY2024 Budget is an increase over the FY2023 Budget. Mr. Dawson highlighted a few of the significant Revenue changes in the FY2024 Budget indicating: 1) Water Revenues are budgeted at an increase over FY23 of 8%; 2) Sewer Revenues are budgeted at an increase over FY23 of 9%; 3) Miscellaneous Revenues are budgeted for an increase over FY23 of 30% due to the inclusion of statement fees, credit card fees and other fees; and 4) Interest Income is budgeted for the largest increase due to the increase in market interest rates. Mr.

Dawson highlighted a few of the significant Expense changes in the FY2024 Budget indicating: 1) the Customer Care budget increased due to the way merchant fees are budgeted; 2) the BT Brown Water Treatment budget increased for increases in chemical costs; and 3) Engineering increased due to the inclusion of a new employee. Mr. Dawson discussed the increase in proposed Capital items and projects and that many of those are infrastructure and intersection improvements that are driven by other entities. Mr. Dawson explained to the Board that the proposed budget could require the use of \$4,374,000 in reserves if all projects and expenses were incurred. Mr. Dawson stated that he and the CEO would be available to meet with any Board member to review details of the proposed budget and to answer any questions. Mr. Dawson also stated that the Board members could submit any questions by e-mail or schedule a phone call as well, and that the FY2024 Budget will be on the June 28 Board Meeting Agenda for approval. Ms. Griffis stated that the FY2024 Budget was posted along with the agenda this month to give all rate payers time to review and the opportunity for questions before the approval next month. No action needed.

The next agenda item was the Approval of GEFA Modification for Loan DW2016012 by Mr. Roger Dawson. Mr. Dawson explained that the modification is required to extend the period under which loan draws could be made to allow for completion of the improvements to BT Brown Water Treatment Plant; also stating that delays in obtaining materials and services necessitated the extension of the draw period. Ms. Griffis stated that she has reviewed the documents and has provided copies of the requested Opinion of Borrower's Counsel. Motion was made by Dr. Marc Guy to approve the GEFA Loan Modification Resolution and other documents, seconded by Mr. Mark Woods. Motion carried.

Dr. Marc Guy left before the Executive Session began and Mr. Larry Kay left during the Executive Session. Chairman Bartlett called for a motion to adjourn into Executive Session for Real Estate, Personnel and Litigation. Motion was made by Mr. Mark Woods, seconded by Dr. Marc Guy. Motion was carried, and the meeting was adjourned into Executive Session.

Chairman Bartlett asked if there was any old or new business to discuss. There being none, Chairman Bartlett asked for a motion to adjourn the meeting. Motion was made by Mark Woods, seconded by Mr. Dennis Hammond. Motion was carried and the meeting was adjourned.

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Laurie Bartlett- Chairman

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Dr. Marc Guy- Vice Chairman