

Coweta County Water & Sewerage Authority

June 1, 2022

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, June 1, 2022, in the Board Room at the Coweta County Water & Sewerage Authority. The following individuals were present: Vice Chairman Ms. Laurie Bartlett, Secretary Dr. Marc Guy, Co-Treasurer Mr. Larry Kay, Co-Treasurer Mr. Mark Woods, Jay Boren, Heidi Mann, Roger Dawson, Mandy Sledd, Alan Sibley, Emmanuel McBurnett, Ms. Katie Gargan (Attorney with Horne & Griffis). Chairman Mr. Eric Smith attended meeting via Zoom today.

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

Vice Chairman Bartlett asked for a motion to approve the minutes from the April 27, 2022 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 Resolution and Approval of GEFA Third Modification of Promissory Note and Loan Agreement by Mr. Jay Boren. Mr. Boren stated that this is for an additional 1.4 million dollar increase for upgrades to BT Brown Water Treatment Plant and was sent to the Board members for their review. Also, Ms. Melissa Griffis has reviewed and approved the agreement. Vice Chairman Bartlett asked if there were any questions. There being none, Vice Chairman Bartlett asked for a motion to approve the GEFA Third Modification of Promissory Note and Loan Agreement. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was Agreement with Garver, LLC for the Water Master Plan by Mr. Jay Boren. Mr. Boren stated that Garver is an engineering firm that we have been working with recently about the Chattahoochee withdrawal. Mr. Boren stated that one thing that is needed with the withdrawal is a master plan and Garver is working on the Water Master Plan. Mr. Boren stated that Ms. Griffis has reviewed and edited the agreement. Vice Chairman Bartlett asked if there were any questions. There being none, Vice Chairman Bartlett asked for a motion to approve the

Agreement with Garver, LLC for the Water Master Plan. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was an update on Operations by Mr. Emmanuel McBurnett. In Construction, Mr. McBurnett reported for the month of April that there were 34 leaks. There were 22 digs and 26 drops for a total of 48, a decrease of 58 from March. Mr. McBurnett reported on the status of meter installs for April. Mr. McBurnett reported on current projects: installed two vaults at Coweta County Airport and one vault for Fortline; decentralized system installed at Lot 86 in Blalock lakes; began installation of 1,000 ft of new main on Poplar Road for the Poplar Road Storage vault; United Grading is averaging 500 ft per day on the Line Creek transmission line; both cans at the Line Creek pump station have been repaired and re-installed. In Cross Connection Control, Mr. McBurnett reported on information showing Sensus Analytics; the meter department contacted 666 customers in April, 304 by email and 362 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in residential, 10 lots off Highway 16 in Winding Oaks; in commercial, Bottoms Up on Highway 29 S; Take 5 Oil off E Highway 34 next to RaceTrac; Marketplace Package Store at Thomas Crossroads next to Tractor Supply; Kia of Newnan at Thomas Crossroads next to the U-Haul Center. Mr. McBurnett reported on activity from B.T. Brown stating that the plant averaged 5.3 MGD for the month of April and the total demand for the month was 8.3 MGD. Mr. McBurnett reported that Niagara used 0.96 MGD. Mr. McBurnett reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.65 MGD for the month of April. Mr. McBurnett reported that the highest weekly average flow was 1.68 MGD. Mr. McBurnett reported on the activity of Blalock Lakes and Oaks at Turin decentralized systems and Twelve Parks. 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 30,030 for the month of April, an increase of 50 from the previous month. Mr. Sibley reported that the number of non-pay disconnects was 99. In Information Technology, Mr. Sibley reported on the migration to Server 2022 and Azure to continue to improve and implement stricter blocking measures for security on emails and VPN's. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. In Safety, Ms. Sledd reported that the May Safety Meeting was on Ticks and Spiders presented by Tommy Groover, a locator for the Water Authority. Ms. Sledd gave the following HR Updates: four employees participated in the Flint River Council Boy Scout event on May 13 raising money to develop authentic leadership in today's youth; on May 18 a big group of employees went to White Oak Creek for Rivers Alive Clean-Up 2022 resulting in cleaning up 520 pounds of garbage; on May 12 the employees celebrated Tim McCarty's 33-years of service with a retirement luncheon. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for April FY2022: revenues, expenses, and water sales, purchased and produced. No action needed.

The next agenda item was FY2023 Budget Presentation by Mr. Roger Dawson. Mr. Dawson presented the proposed FY23 Budget for Board consideration. Mr. Dawson stated that the Board had received a copy of the proposed FY23 Budget in its monthly Board package, including a Budget Summary, Budget Detail and Capital Detail. Mr. Dawson also stated that the proposed FY23 Budget is an increase of 28.04% over the FY22 Budget, with the FY22 adopted Budget totaling \$29,752,500 and the FY23 proposed Budget totaling \$38,095,573. He explained to the Board that the proposed budget would require the use of \$1,483,932 in reserves if all projects and expenses were incurred. 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 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 stated that the Board members could submit any questions by e-mail as well. The FY2023 Budget will be on the July 6 Board Meeting Agenda for approval. 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 Mr. Mark Woods, seconded by Mr. Larry Kay. The motion was carried, and the meeting was adjourned into Executive Session.

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 Dr. Marc Guy, seconded by Mr. Larry Kay. Motion was carried and the meeting was adjourned.

Laurie Bartlett- Vice Chairman

Dr. Marc Guy - Secretary