

Coweta County Water & Sewerage Authority

July 7, 2021

The Coweta County Water and Sewerage Authority held its monthly meeting on Wednesday, July 7, 2021, 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, Co-Treasurer Mr. Mark Woods, Ms. Melissa Griffis (Attorney with Horne & Griffis), Jay Boren, Heidi Mann, Roger Dawson, Mandy Sledd, Rick Jones, Alan Sibley, 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 May 26, 2021 Board meeting. Motion was made by Mr. Larry Kay, seconded by Dr. Marc Guy to approve the minutes. Motion carried.

Chairman Smith asked for a motion to approve the minutes from the June 9, 2021 Special Called Board meeting. Motion was made by Vice Chairman Bartlett, seconded by Dr. Marc Guy to approve the minutes. Motion carried with Chairman Smith abstaining.

Dr. Marc Guy made a motion to amend the agenda to include the following two items to be added after the agenda item of the Monthly Report: 1.) Approval of Notice of Award to Highway 29 Sewer Tie-In; and 2.) Approval for CEO to Approve Notice of Award for the Griffin Transmission Main and Upgrades to Pump Station. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion carried with Vice Chairman Bartlett abstaining.

The first agenda item was Proposal for the Modification of Residential Water/Sewer Monthly Base Charge by Mr. Roger Dawson. Mr. Dawson stated that these first three items on the agenda are for proposal only and recommended for approval at the next meeting. Mr. Dawson stated that Management proposes increasing the Residential Water/Sewer monthly base charge from \$14 to \$16.00. No action needed.

The next agenda item was Proposal for the Modification of Commercial/Industrial Water/Sewer Monthly Base Charge by Mr. Roger Dawson. Mr. Dawson stated that Management proposes increasing the Commercial/Industrial Water/Sewer monthly base charge from \$24.00 to \$26.00. No action needed.

The next agenda item was Proposal Establishing a Policy for Management Review and Modification of Water/Sewer Rates Based on Consumer Price Index by Mr. Roger Dawson. Mr. Dawson stated that Management proposes the following policy: Management shall perform a review of water and sewer rates semi-annually (to be performed in January and July of each year based on CPI data for the month-end December and June, respectively, beginning in September 2021) using data from the U.S. Bureau of Labor Statistics, Consumer Price Index (CPI); Management shall be authorized to institute a rate adjustment, at its discretion. Any rate adjustment in the aggregate for a twelve-month period shall not exceed the percentage change in the CPI (Management shall review the "Consumer Price Index (CPI), South Region" report for the months of December and June. Management will review, and base any increase on, "Table A – South region CPI-U 1-month and 12-month percent changes, all items index, not seasonally adjusted" and the "CPI for all urban consumers (CPU-I) for the Southeast Region" under Consumer Price Index – CPI Data – Regional Resources – Southeast Region) for the previous twelve-month period plus 5%. Mr. Dawson stated that notification of any rate change shall be made at the next scheduled Board meeting. Chairman Smith asked if there were any questions. Mr. Mark Woods asked since the last rate increase if Mr. Dawson could let us know how much the CPI has increased. Mr. Dawson stated that the last time we raised any rate at a per 1,000 gallons on any tier was on March 1, 2010 and since January 1, 2011 the CPI for the Southeast Region has gone up 21.4%; stating that the last time we raised base charges was January 1, 2015, since then the CPI has gone up 14.3% and our rates have been steady that entire time. Ms. Griffis added that the rate information was presented to the Board ahead of time with the agenda and is posted on the website for the rate payers to review. Ms. Griffis also stated that the approval will be on the next month's meeting agenda. No action needed.

The next agenda item was Resolution and Approval of GEFA Second Modification of Promissory Note and Loan Agreement by Mr. Jay Boren. Mr. Boren stated that the date has been

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extended to use the funds for modifications and upgrades to BT Brown Water Plant. Ms. Griffis stated that the documents require that neither the Secretary nor the Chairman make the motion or the attester and so we would need the other three Board members to make the motion and second it. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. Motion carried.

The next agenda item was Approval of Notice of Award- Woodstream Sanitary Sewer Pump Station. Vice Chairman Bartlett abstained and left the meeting at 9:08 a.m. Mr. Boren stated that this is one of the two projects that we are doing the tie-in for the sewer that was acquired from Newnan Utilities and are asking for the approval to award this to Crawford Grading and Pipeline for approximately \$861,000. Chairman Smith asked if there were multiple bids and Mr. Boren answered yes and that they were between the range of \$861,000 to just under \$1.2 million dollars. Ms. Griffis stated that the Authority followed the proper bid procedure policies that are in place, also that they verified everything and have made recommendations based on those standards. Chairman Smith asked for a motion to approve the bid award. Motion was made by Mr. Mark Woods, seconded by Mr. Larry Kay. Motion carried with Vice Chairman Bartlett abstaining.

Vice Chairman Bartlett returned to the meeting at 9:09 a.m. The next agenda item was an update on Operations by Mr. Rick Jones. In Construction, Mr. Jones reported for the month of May that there were 34 leaks. There were 24 digs and 56 drops for a total of 80, an increase of 21 from April. Mr. Jones reported on the status of meter installs for May. Mr. Jones reported on current projects: Sacred Journey and Southern States Bank vaults have been installed; installed 12" main for Highway 16 and Old Highway 85 roundabout project; installed decentralized system on Lot 88 at Blalock Lakes. In Cross Connection Control, Mr. Jones reported on information showing Sensus Analytics; the meter department contacted 1,007 customers in May, 649 by email and 358 by phone to inform them about their leaks or potential leaks. The following engineering updates were reported: in commercial, Express Oil at Oaks Crossing, Matrix Surgical off West Bledsoe Road. Mr. Jones reported on activity from B.T. Brown stating that the plant averaged 5.9 MGD for the month of May and the total demand for the month was 9.7 MGD. Mr. Jones reported that Niagara used 1.1 MGD. Mr. Jones reported on activity from the Shenandoah Wastewater Plant stating the plant averaged 1.40 MGD for the month of May. Mr. Jones reported that the highest weekly average flow was 1.44 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 29,185 for the month of May, an increase of 107 from the previous month. Mr. Sibley reported that the number of non-pay disconnects were 5. In Information Technology, Mr. Sibley stated that they completed EPA's Risk & Resilience mandate to comply with the Water Infrastructure Act that was due on June 30. No action needed.

The next agenda item was an update on Human Resources by Ms. Mandy Sledd. Ms. Sledd gave a Safety Update stating that the following took place: on May 25 Mr. Terry McLaurin with Georgia811 trained on Damage Prevention; on June 10 Bryan Burns, Safety Coordinator, conducted our first company-wide Safety Meeting in over a year; on June 22 Bryan Burns held a Confined Space Training with 20 employees attending. No action needed.

The next agenda item was the monthly report by Mr. Roger Dawson. Mr. Dawson presented charts and graphs for May FY2021: revenues, expenses, and water sales, purchased and produced. No action needed.

The next agenda item was Approval of FY2022 Budget by M. Roger Dawson. Mr. Dawson stated that he presented the budget information to the Board last month, stating that it is a 5.87% increase from last year. Chairman Smith asked if there were any questions. There being none, Chairman Smith asked for a motion to approve the FY2022 Budget. Motion made by Vice Chairman Bartlett, seconded by Dr. Marc Guy. Motion carried.

The next amended agenda item was Approval of Notice of Award to Highway 29 Sewer Tie-In by Mr. Jay Boren. Vice Chairman Bartlett abstained from these two amended agenda items and left the meeting at 9:18 a.m. Mr. Boren stated that they had open bids last week for this project and the lowest bid was Ronny D. Jones Enterprises, Inc. at around \$2.4 million dollars. Chairman Smith asked for a motion to approve the Notice of Award to Highway 29 Tie-In. Motion was made by Mr. Larry Kay, seconded by Mr. Mark Woods. Motion carried with Vice Chairman Bartlett abstaining.

The next amended agenda item was Approval for CEO to Approve Notice of Award for the Griffin Transmission Main and Upgrades to Pump Station by Mr. Jay Boren. Mr. Boren stated that he wanted to get the Board to go ahead and approve the Griffin project because of price increases and the timing of this project; also stating that he will keep the Board updated on the results. The Board has already approved the amount in the budget that was approved. Mr. Boren stated that all bid procedures would be followed and the amount would be within the budgeted amount approved by the Board. Chairman Smith called for a motion for Approval for CEO to Approve Notice of Award for the Griffin Transmission Main and Upgrades to Pump Station. Motion was made by Mr. Mark Woods, seconded by Dr. Marc Guy. Motion carried with Vice Chairman Bartlett abstaining.

Vice Chairman Bartlett returned to the meeting at 9:21 a.m. 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 new or old business to discuss. There being none, 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.

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Eric Smith – Chairman

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Dr. Marc Guy - Secretary