

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting November 7, 2002

Chairman McQueen called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, Lloyd Joiner, Secretary/Treasurer, Lindy Rogers, Board Members, Wesley E. Greene, Sr., Marie Barber, J. Alan Horton and Robbie Moore, Jr., General Manager, M. Wade Brannan, Deputy Manager, Terry R. Hicks, Department Managers, Frank Conort, Neal Wellons, Dennis Hammock, Herbert Etheridge, Jr., Richard Calhoun, Guy Pihera and Mike Thomas, Executive Secretary, Patricia Groover, Assistant Manager of Administration, Scott Bailey, Project Manager, Mike Buffington, Contract & Procurement Administrator, Karen Riser, Engineering Services Supervisor, Bruce Taylor, Administrative Secretary, Dianne Hammock, Human Resources Director, Ed Durham, Senior Conservation Specialist, Carol Lambert, Water Reclamation Lab Supervisor, Jim Poff, Information Services Supervisor, Rodney Crowell, Water Reclamation Employees, James Perkins & Doug Lamb, Maintenance & Construction Employees, Joseph Martin, Matt Bilz & Troy Usry. Also present were: Steve Fincher, Fincher & Hecht, L.L.C., Rick Hirsekorn and Geri Dickerson, of CH2M Hill, Chris Wood, of Jim Wood & Associates Public Relations, Justin Reedy, Clayton News Daily, Pete Scott, AJC, Ron Baum and Dick Swofford of Grant Thornton and Visitor, Jack H. Drew, Sr. Former Chairman CCWA Board of Directors.

Chairman McQueen called on Jim Poff, Water Reclamation Lab Supervisor, to give the invocation.

Chairman McQueen called for any omissions or additions to the minutes of the regular and executive board meeting on October 3, 2002 and called informational meeting on October 22, 2002, hearing none these minutes stand approved as presented.

Financial and Statistical Report: Chairman McQueen called on Frank Conort, Manager of Administration, who presented the monthly financial and statistical report. This report was received for information.

FY 2002 Audit Report: Chairman McQueen called on Ron Baum of Grant Thornton, who distributed copies of the Clayton County Water Authority Comprehensive Annual Financial Report for the Fiscal Year Ended April 30, 2002. Mr. Baum discussed the information in this financial report and along with Frank Conort answered questions and gave additional information.

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Chairman McQueen introduced Jack H. Drew, Sr. former Chairman Clayton County Water Authority Board of Directors. Chairman McQueen gave background information regarding Mr. Drew's years of dedicated service to the Authority. Chairman McQueen stated that Mr. Drew is greatly appreciated for his accomplishments as Chairman of the Authority Board.

Employee Recognition: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, who recognized three Maintenance and Construction employees who obtained State Certification. Mr. Etheridge introduced Joey Martin, Trouble Shooter/Utility Locator and Matt Bilz, Leak Detection Technician, who passed the State Certification Exam for Water Distribution System Operator. Mr. Etheridge introduced Troy Usry, Trouble Shooter/Utility Locator, who passed the State Certification Exam for Wastewater Collection System Operator. Mr. Etheridge stated that he would like to congratulate all three of these employees and that he appreciates all of their hard work. Mr. McQueen stated that on behalf of the Board that he appreciates these employees taking the initiative required to obtain their state certification.

Chairman McQueen called on Dennis Hammock, Manager of Land Management, who introduced Carol Lambert, Senior Conservation Specialist at the Authority's Wetlands Center. Mr. Hammock gave background information concerning Ms. Lambert's work history with the Authority and recognized Ms. Lambert for her outstanding diligence and dedication to the Wetlands Festival and Watershed Festival that the Authority hosts each year at the Wetlands Center. Mr. Hammock gave information about these festivals and how Ms. Lambert has helped make these festivals a huge success. Ms. Lambert stated that the success of these festivals was a group effort by Authority employees and their family members who voluntarily gave of their time and skills. Ms. Lambert stated that she would like to thank these employees, their family members, the Authority's Management, Board Members and CH2M Hill for all of their support in making these festivals a success. Rick Hirsekorn, CH2M Hill, gave information on why he thinks that the Authority's Wetland Center is a valuable resource to the community and stated that he commends Ms. Lambert for the wonderful job that she does. Marie Barber stated that she would also like to commend Ms. Lambert for the excellent job she does working with the school children that come to the Wetlands Center on field trips. Chairman McQueen stated that on behalf of the Board that he thanks Ms. Lambert for her hard work and dedication to the Authority.

Chairman McQueen called on Terry Hicks, Deputy Manager, who stated that each year at the Employee Appreciation Day in October the Authority presents service/tenure pins to employees who have 15, 20, 25 and 30 years of service with the Authority. Mr. Hicks stated that from now on the employee service/tenure pins should be presented monthly at the board meeting. Mr. Hicks introduced Doug Lamb, Plant Operator in the Water Reclamation Department and gave information concerning Mr. Lamb's work history with the Authority and presented Mr. Lamb with a 15-year service/tenure pin.

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Mr. Hicks introduced James Perkins, Plant Supervisor of Pellitization in the Water Reclamation Department and gave background information concerning Mr. Perkins' work history with the Authority and presented Mr. Perkins with a 25-year service/tenure pin. Chairman McQueen stated that on behalf of the Board that he would like to thank these two employees for their time with the Authority.

Chairman McQueen called on Rick Hirsekorn, CH2M Hill, who stated that with the additional duties that he now has with CH2M Hill that he will no longer be managing the CH2M Hill Atlanta Office. Mr. Hirsekorn introduced Geri Dickerson who will be taking over the management of the CH2M Hill Atlanta Office. Mr. Hirsekorn gave background information concerning Ms. Dickerson's work history with CH2M Hill. Chairman McQueen stated that on behalf of the Board that he is pleased to meet Ms. Dickerson and looks forward to working with her.

Chairman McQueen called on Guy Pihera, Manager of Water Production, to update the Board on the status of the Authority's water production and raw water reserve. Mr. Pihera stated that the Authority's water production is down approximately 10% from the same time period last year. Mr. Pihera discussed the information shown on the Water Supply Weekly Update for November 4, 2002, that was distributed to the Board, indicating that the Authority's raw water reserve is at 93% capacity compared to this same time period last year when it was at 68%. Mr. Pihera stated that the Authority's well drilling program is progressing with 1.5 million gallons a day of useful drinking water found so far. There was discussion with questions concerning the Authority providing finished water to surrounding counties. Mr. Pihera answered questions and gave additional information.

Northeast WRF Aeration & Casey Solids Handling Improvements Update:  
Chairman McQueen called on Neal Wellons, Manager of Water Reclamation, who gave an informational slide presentation and discussed the following Northeast WRF Aeration Improvements Update and W.B. Casey WRF Solids Handling Improvements Update information that was distributed to the Board.

#### **NORTHEAST WRF AERATION IMPROVEMENTS UPDATE**

One blower and associated aeration diffusers will be added to each aeration basin at the Northeast plant to enable us to continue to meet permit as organic and ammonia loadings increase due to continued development in the basin. The system is marginal at present and has not been able to meet permit on a consistent basis. We should be able to handle growth with this upgrade until the plant is expanded. These improvements were approved for \$45,080.00 at the September 5, 2002 board meeting.

October 2002 – Assemble blower from spare parts, run conduit for blowers for each basin and pour two concrete blower pads.

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November 2002 – Install air pipe from blowers to basins, install rebuilt blower at basin #1, install diffusers in basin #1, and start up system for basin #1.

December 2002 – Install new blower and diffusers for basin #2 and start up system.

April 2003 - Drain basin #2 and replace leaking 12" air main.

FY 2003 – Purchase additional blower so we will have a spare.

### **W.B. CASEY WRF SOLIDS HANDLING IMPROVEMENTS UPDATE**

The two existing sludge thickeners will be refurbished with the replacement of all metal equipment in the existing concrete tanks. Installation will be negotiated with the Casey Plant Contractor. The mechanical equipment was approved for \$194,015.00 at the July 9, 2002 board meeting. Installation costs will be submitted to the board after negotiations or recommendation of an alternate contractor, in 2003.

October 2002 – Purchase order issued for new thickener equipment.

July 2003 – Delivery of thickener equipment to job site.

Shoal Creek WRF Generator Summary: Chairman McQueen called on Mike Buffington, Project Manager, who gave an informational slide presentation and discussed the following Shoal Creek WRF Emergency Generators summary information that was distributed to the Board.

### **SHOAL CREEK WATER RECLAMATION FACILITY EMERGENCY GENERATORS SUMMARY**

The project includes installation of two (2) 1500 kw generators for emergency stand-by power and power management (peak shaving) for the Shoal Creek WRF. Georgia EPD requires emergency power generation for all wastewater treatment facilities to ensure continuous plant operation during power outages. Generators, including fuel storage, air emission control systems, electrical and all related systems were designed, furnished, installed and placed in service by Southern Energy Solutions as a complete turn-key project.

**Project Manager:** Clayton County Water Authority – Mike Buffington

**Contract Summary:**

- Design/Build Contractor – Southern Energy Solutions, Atlanta, Georgia
- Contract Amount – \$1,222,350

**Funding:** Series 2001 Bond Issue

Aerial Photography Proposal for Geographic Information Services: Chairman McQueen called on Bruce Taylor, who gave an informational slide presentation and discussed the following 2003 Aerial Orthophotography information and 2003 Aerial Photography Proposal Sheet that was distributed to the Board.

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### 2003 AERIAL ORTHOPHOTOGRAPHY

Aerial orthophotography provides the backbone of the Clayton County Water Authority's GIS. All of the GIS layers are digitized from the aerial photographs, which requires that the photographs be exceptionally accurate and error free. Since CCWA is currently updating its entire set of water lines, wastewater lines, streets, and building outlines (the last major update was performed in 1998), these photographs will provide the basis for accurate and reliable mapping for many years.

#### RECOMMENDATION:

Based on the highest score in the evaluation, our staff recommends **Kucera International, Inc.** Our staff requested proposals, rather than bids, for this project and evaluated the vendors based on eight major variables:

- Project Understanding,
- Company Stability/Adequate Facilities,
- Qualified Available Staffing,
- Equipment Quality,
- Delivery Schedule,
- Alternative Approaches,
- Cost Effectiveness,
- Past Experience,
- 2003 Flight Guarantee,
- Knowledge of Local, Geoid Model / Survey Conditions,
- Quality Control Procedures.

Kucera received a 96% rating, while the next closest vendor, Sanborn, received 92%. Several factors led to Kucera's high score: Kucera received several exceptional recommendations from former clients, they asked for no exceptions to the requirements in the RFP (including payment after final delivery), and they are currently undergoing ISO-9001-2000 certification. Additionally, Kucera will provide a digital terrain model (a bi-product of the orthophotography process) that can optionally be later used for 4-foot contours.

**Clayton County Water Authority  
2003 Aerial Photography  
Tab Sheet  
November 2002**

VENDOR	PROPOSAL
CH2M Hill 115 Perimeter Center Place NE, Suite 700 Atlanta, GA 30346	No Proposal
Earth Mapping International 299 Scenic Highway Lawrenceville, GA 30045	\$104,160.00
Eastman Kodak Company 525 Sunset Lane Merritt Island, GL. 32952	No Proposal

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<b>Kucera International, Inc., Kucera South 2215 South Florida Avenue Lakeland, FL 33803</b>	<b>\$68,414.00</b>
MD Atlantic Technologies 2227 Drake Avenue SW Bldg. 14 Huntsville, AL 35805	\$142,847.19
Merrick & Company 3505 Koger Blvd., Suite 160 Duluth, GA 30096	\$92,303.00
Photoscience, Inc. 1410 Indian Trail Road Norcross, GA 30093	No Proposal
Sanborn 2925 E Independence Blvd. Ste 100 Charlotte, NC 28205	\$65,997.00
James W. Sewall Company 5514 Poplar Parks Louisville, KY 40259	No Proposal
Wiser Company, Corporate Headquarters 1431 Kensington Square Court Murfreesboro, TN 37130	\$81,675.50
Woolpert, LLP 3153 Bouchard Way Marietta, GA 30066	\$190,261.00

Upon Motion by Robbie Moore and seconded by Lindy Rogers it was unanimously

RESOLVED: that the contract to provide the Authority's 2003 Aerial Orthophotography be awarded to Kucera International, Inc., Kucera South, for the proposal amount of sixty eight thousand four hundred fourteen dollars (\$68,414), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

GIS/ERP Funding Update: Chairman McQueen called on Terry Hicks, Deputy Manager, who gave the Board information concerning reallocation of some of the Authority's Enterprise Information Management Systems software program funds. Mr. Hicks updated the Board on the J.D. Edwards software change out that the Authority is in the process of going through. Mr. Hicks stated that the Authority has learned of additional J.D Edwards software capabilities that the Authority was not aware of at the time the software process was started. Mr. Hicks stated that the Authority budgeted one hundred eighty three thousand dollars (\$183,000) for the implementation of a time and attendance software program, but was able to incorporate the time and attendance software cost into the software money that the Board previously approved. Mr. Hicks requested that the Board approve reallocating the time and attendance software funds to three other software programs. Mr. Hicks gave the Board information concerning the

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three software programs, which are the GIS/ERP interface software program, equipment billing software program and waterline maintenance work order system software program.

Upon Motion by Robbie Moore and seconded by Lindy Rogers it was unanimously

RESOLVED: to approve the reallocation of the time and attendance software funds of one hundred eighty three thousand dollars (\$183,000) to the contract with J.D. Edwards to do the GIS/ERP interface software program, equipment billing software program and waterline maintenance work order system software program.

Panola Road Sewer Analysis: Chairman McQueen called on Wade Brannan, General Manager who gave the Board information concerning a development located in Henry County off of Panola Road. Mr. Brannan stated that information concerning this development and the installation of an 8" gravity sanitary sewer line was previously brought to the Board. Mr. Brannan stated that the developer along with his engineers evaluated the possibility of installing a lift station and 6" force main instead of the 8" gravity sanitary sewer line. Mr. Brannan showed on a map the location of the development, the location where the 8" gravity sanitary sewer line would be installed and the location of the proposed lift station and 6" force main. Mr. Brannan stated that the Authority's engineering staff evaluated the feasibility of installing the lift station and it was determined that the lift station would be feasible. Mr. Brannan stated that if the decision is made to allow the installation of the requested lift station that the developer would pay all costs associated with the installation of the lift station including the fifty thousand dollar (\$50,000) maintenance fee. Mr. Brannan stated that the 8" gravity sanitary sewer line would be the Authority's first choice if easements can be obtained. Mr. Brannan stated that the Authority's staff is in the process of determining which of these two options would be in the best interest of the Authority and the most feasible way to handle this project. Mr. Brannan stated that he is bringing this information to the Board in the event that the Board has any concerns with either of these options. There was discussion concerning this information.

Upon Motion by Lindy Rogers and seconded by Marie Barber it was unanimously

RESOLVED: to allow the General Manager, Wade Brannan along with the staff to determine which of these two options would be in the best interest of the Authority and the most feasible way to handle this project.

Garner Pumping Station Easement Request: Chairman McQueen called on Wade Brannan, General Manager, who showed on a map the location of 0.7 acres owned by the Authority, which is in Henry County and is adjacent to the Authority's Garner Pump Station. Mr. Brannan stated that Henry County Water & Sewerage Authority is in the process of making improvements in their wastewater collection system in this area and

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needs a site to locate a lift station. Mr. Brannan stated that Henry County Water & Sewerage Authority has asked the Authority to sell them the 0.7 acres adjacent to the Garner Pump Station. Mr. Brannan stated that it was determined by the Authority's staff that the installation of this lift station by Henry County Water & Sewerage Authority would not cause the Authority any problems. Mr. Brannan stated that it is his recommendation to allow Henry County Water & Sewerage Authority to purchase the 0.7 acres from the Authority. There was discussion concerning this information.

Upon Motion by Lloyd Joiner and seconded by Wes Greene it was

RESOLVED: to authorize the Authority to sell the 0.7 acres adjacent to the Garner pump station to Henry County Water & Sewerage Authority for fair market value and any other cost associated with this purchase. This motion passed with Robbie Moore opposing the motion.

Rivers Edge Sewer Extension: Chairman McQueen called on Wade Brannan, General Manager, who stated that there is a proposed development in the south end of the county, Emerald Lakes Subdivision, which will be located in the Rivers Edge Development. Mr. Brannan stated that the developer has requested that the Authority participate in paying a portion of the cost of the installation of the sewer line extension to serve this development. Mr. Brannan showed on a map the location of the proposed development and gave information concerning the surrounding area, which includes a small lake and golf course. Mr. Brannan also showed the location of the proposed sewer line extension and where it needs to connect with the proposed development. Mr. Brannan stated that the developer has agreed to pay two thirds (2/3) of the cost to install this proposed sewer line extension with the Authority paying one third (1/3) of the cost. Mr. Brannan stated that the Authority's one third of the cost would be approximately seven thousand five hundred dollars (\$7,500). Mr. Brannan stated that it is his recommendation that the Authority participate with the developer in paying one third (1/3) of the cost to install the proposed sewer line extension. There was discussion concerning this information with questions regarding the Authority's prior participation with developers in paying a percentage of the cost of sewer line extensions. Mr. Brannan answered question and gave additional information.

Upon Motion by Robbie Moore and seconded by Lindy Rogers it was unanimously

RESOLVED: to authorize the Authority to participate with the developer of the Emerald Lakes Subdivision by paying one third (1/3) of the cost for the proposed sewer line extension with the developer paying two thirds (2/3) of the cost.

CCWA Rate Adjustment Chairman McQueen called on Wade Brannan, General Manager, who stated that there had been previous discussions with the Board and the Board of Commissioners regarding a rate adjustment needed by the Authority. Mr.



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Brannan gave information concerning the Authority's prior rate adjustments and the procedure that will be followed each year in evaluating the Authority's financial needs regarding future rate adjustments. Mr. Brannan stated that he is asking, after evaluating the Authority's financial needs, the Board to consider a rate adjustment of fifty-four cents (\$0.54) per thousand for water and fifty-six cents (\$0.56) per thousand for sewer, which would be a combined rate adjustment of one dollar and ten cents (\$1.10) per thousand. There was discussion with questions concerning this information. Mr. Brannan answered these questions and gave additional information. Mr. Brannan stated that he is also recommending that all of the Authority's customers be charged the same water and sewer rate including any wholesale or governmental customers.

**PROPOSED RATE ADJUSTMENT  
MASTER PLAN PROGRAM  
RATE CHANGE AND BILL CHANGE PER THOUSAND**

	January 2003	January 2004	January 2005	January 2006	January 2007
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**RATE CHANGE  
PER  
THOUSAND**

Water	\$0.54	\$0.09	\$0.29	\$0.10	\$0.11
Sewer	\$0.56	\$0.10	\$0.31	\$0.11	\$0.11
<b>TOTAL</b>	<b>\$1.10</b>	<b>\$0.19</b>	<b>\$0.60</b>	<b>\$0.21</b>	<b>\$0.22</b>

**BILL CHANGE  
PER  
THOUSAND**

	Current	Adjusted	Current	Adjusted	Current	Adjusted	Current	Adjusted	Current	Adjusted
Water	\$2.70	\$3.24	\$3.24	\$3.33	\$3.33	\$3.62	\$3.62	\$3.72	\$3.72	\$3.83
Sewer	\$2.80	\$3.36	\$3.36	\$3.46	\$3.46	\$3.77	\$3.77	\$3.88	\$3.88	\$3.99
<b>TOTAL</b>	<b>\$5.50</b>	<b>\$6.60</b>	<b>\$6.60</b>	<b>\$6.79</b>	<b>\$6.79</b>	<b>\$7.39</b>	<b>\$7.39</b>	<b>\$7.60</b>	<b>\$7.60</b>	<b>\$7.82</b>

Upon Motion by Lindy Rogers and seconded by Marie Barber it was unanimously

**RESOLVED:** that the Board adopts the proposed water and sewer rate adjustment of fifty-four cents (\$0.54) per thousand gallons for water and fifty-six cents (\$0.56) per thousand gallons for sewer with a combined water and sewer rate adjustment of one dollar and ten cents (\$1.10) per thousand gallons with an implementation date for the adjusted water and sewer rates of January 1, 2003 to be billed on all customer accounts on or after February 1, 2003 also with the stipulation that all Authority customers would be charged the same water and sewer rate including wholesale and governmental customers

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Chairman McQueen stated that the Authority's Board looked at this rate adjustment in depth with the conclusion that the Board had no other choice but to approve this rate adjustment. Chairman McQueen stated that it is his opinion that the Clayton County Water Authority is the best water and sewer authority in the United States.

Chairman McQueen stated that one of the reasons that the Authority is where it is today is because beginning with the creation of the Authority, Board Members and Management made hard decisions about what needed to be done. Chairman McQueen stated that this Board is also making a hard decision by implementing this rate adjustment but that the Board knows that this rate adjustment is best for the future of the Authority. There was additional Board discussion.

Chairman McQueen stated that he would entertain a motion for the Board to go into executive session to discuss personnel matters.

Upon Motion by Wes Greene and seconded by Robbie Moore it was unanimously

RESOLVED: that the Board adjourns into executive session, the Board reserved the right to return to the open session.

Chairman McQueen called the regular Board meeting back into open session.

There was a general Board discussion concerning the Performance Evaluation for Wade Brannan, General Manager, and what percentage his salary increase should be. Mr. Brannan gave the Board information concerning his goals for the upcoming year.

Upon Motion by Marie Barber and seconded by Wes Greene, it was unanimously

RESOLVED: that Wade Brannan, General Manager, be given a four per cent (4%) salary increase.

Mr. Brannan gave the Board information concerning the applicants interviewed for the position of Manager of Water Reclamation and Manager of General Services. Mr. Brannan discussed the interview process and gave information on the qualifications of the applicants. There was discussion concerning what process should be used in making the final decision on the best-qualified applicant for each of these positions and what time frame should be considered in offering both of these positions to the best qualified applicants.

Upon Motion by Wes Greene and seconded by Marie Barber, it was unanimously

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RESOLVED: that the General Manager, Wade Brannan, is authorized to make the final decision on the best qualified applicant for the position of Manager of Water Reclamation and Manager of General Services and to make the decision on the appropriate time that these two positions are to be offered to the best qualified applicants.

Mr. Brannan gave the Board information concerning an Authority retiree who at the time of his retirement declined the health insurance that the Authority offers to all retirees. Mr. Brannan stated that after seven years of retirement this retiree has asked if the Authority will allow him to obtain health insurance coverage with the Authority. There was Board discussion concerning this request with questions in regards to the Authority having a policy concerning this issue. Mr. Hicks answered that the Authority does not have a policy on how long a time an eligible retiree has to accept or decline the health insurance coverage offered by the Authority.

Upon Motion by Wes Greene and seconded by Lloyd Joiner, it was unanimously

RESOLVED: that all new eligible retirees from the Authority and their eligible dependents be allowed a thirty (30) day time limit to make the decision to accept or decline the health insurance coverage offered by the Authority.

There was additional discussion with questions regarding the eligible retirees health insurance coverage offered by the Authority with Mr. Hicks answering these questions.

Chairman McQueen stated that Mr. Brannan is to inform the retiree who requested that the Authority allow him to obtain health insurance coverage with the Authority that he is no longer eligible for any health insurance coverage with the Authority.

Mr. Brannan gave information concerning the Board approving three hundred seven thousand dollars (\$307,000) for the cost of installing monitors in the Casey basin. Mr. Brannan stated that the cost of installing monitors in the Casey basin was less than expected and that the decision was made to use the remaining money to install monitors in the Shoal Creek basin.

Mr. Brannan gave information concerning an invoice from the City of Atlanta requesting payment of four hundred ninety six thousand dollars (\$496,000) as part of the Authority's cost for improvements at the City of Atlanta's South River Wastewater Plant. Mr. Brannan stated that the Authority had questions concerning this invoice and until the City of Atlanta satisfies these concerns this invoice will not be paid. Mr. Brannan stated that he would bring information back to the Board before this invoice is paid.

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Mr. Brannan gave information concerning the Authority's portion of the funding assistance for the Metropolitan North Georgia Water Planning District. Mr. Brannan stated that the amount of eighty six thousand, seven hundred twenty-three dollars (\$86,723) represents the Authority's two-thirds share based on the current population of Clayton County.

Upon Motion by Lloyd Joiner and seconded by Wes Greene it was unanimously

RESOLVED: to authorized the payment of eighty six thousand, seven hundred twenty-three dollars (\$86,723) for the Authority's two-thirds share of the funding assistance for the Metropolitan North Georgia Water Planning District.

Mr. Brannan gave information concerning the Authority discontinuing the practice of paying the cost of televising and pulling a mandrel for sewer line installation in new developments. Mr. Brannan stated that the developer would be paying this cost instead of the Authority. Mr. Brannan stated that it is his recommendation that the Board authorize the Authority to discontinue the practice of paying for televising sewer line installations in new developments and allow the developer to pay the cost of televising and to discontinue the requirement of pulling a mandrel for all new sewer development effective January 1, 2003.

Upon Motion by Alan Horton and seconded by Marie Barber it was unanimously

RESOLVED: that the Authority is authorized to discontinue the practice of paying for televising sewer line installations in new developments and allow the developer to pay the cost of televising and to discontinue the requirement of pulling a mandrel for all new sewer development effective January 1, 2003.

There was discussion concerning changing the date of the January 2, 2003 board meeting to January 9, 2003.

Upon Motion by Marie Barber and seconded by Lloyd Joiner it was unanimously

RESOLVED: that the date of the January 2, 2003 board meeting be changed to January 9, 2003.

Mr. Brannan invited Board Members to attend the retirement lunch for Neal Wellons, Richard Calhoun and Patricia Groover on Wednesday, January 8, 2003 from 11:30 am to 1:30 pm at the Shamrock/Blalock Community Use Building

There was discussion concerning what information should be given to Authority customers who inquire about the Authority's rate adjustment.

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Upon Motion by Alan Horton and seconded by Wes Greene it was unanimously

RESOLVED: that the regular session board meeting be adjourned.

There being no further business to come before the open meeting the meeting was adjourned.

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Pete McQueen, Chairman

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H. Lindy Rogers, Secretary/Treasurer