

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting May 2, 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, Board Members, Marie Barber, Wesley E. Greene, Sr., 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., Guy Pihera, Richard Calhoun and Mike Thomas, Executive Secretary, Patricia Groover, Assistant Manager of Administration, Scott Bailey, Project Manager, Mike Buffington, Contract & Procurement Administrator, Karen Riser, Watershed Management Program Coordinator, Kim Zimmerman, GIS Technician, Marianne Kuzmin, Administrative Secretary, Dianne Hammock, HR Training Coordinator, Sabrina Smith, IS Supervisor, Rodney Crowell. Also present were: Steve Fincher, Fincher & Hecht, L.L.C., Rick Hirsekorn, of CH2M Hill, Chris Wood, of Jim Wood & Associates Public Relations, Justin Reedy, Clayton News Daily and Visitors, Bill Taylor, Curry Controls Company, Jennifer Hocking and Christopher Wood, CCWA Science Award Winners, Tim and Barbara Hocking and Farrar Wood, Parents of CCWA Science Award Winners.

Chairman McQueen called on Marianne Kuzmin, Program Management & Engineering GIS Technician, to give the invocation.

Chairman McQueen called for any omissions or additions to the minutes of the regular and executive board meeting on April 4, 2002 and called board meeting on April 17, 2002, hearing none the 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. Mr. Conort gave a brief report, which was requested by the Board, on unforeseen expenses that required the Authority to have unbudgeted money in reserve.

Mr. Conort called on Scott Bailey, Assistant Manager of Administration, to give the Board additional information on the Authority's financial trend analysis. Mr. Bailey discussed the information shown on the graphs listed below which were distributed to the Board, Clayton County Water Authority FY 2002 Actual Operating Revenues vs. Operating Expenses Actual through March and FY 2002 Projected Revenues vs. Expenses by Month Actual through March.

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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 discussed the information shown on the Water Supply Weekly Update for April 29, 2002 that was distributed to the Board. Mr. Pihera stated that the Authority's raw water reserve is now at 91% capacity. Mr. Pihera stated that this year's raw water reserve is less than it was during the same time period last year, which is due to the low amount of rainfall. Mr. Pihera gave a slide presentation showing a graph of the 30-year normal precipitation average compared to the Authority's FY 2001 and FY 2002 precipitation. Mr. Pihera stated that this graph shows that the lack of precipitation is the reason why the Authority's raw water reserve, at this time, is lower than the same time period last year. Mr. Pihera stated that the Authority's water demand is approximately the same as last year. There was discussion with questions concerning the status of the Authority's well drilling project. Mr. Pihera answered questions and stated that he expects the well driller and equipment to be on site by the end of next week.

Science Fair Award: Chairman McQueen called on Neal Wellons, Manager of Water Reclamation, who gave the Board information concerning the Clayton County Regional Science & Engineering Fair and discussed the following Clayton County Water Authority Environmental Award information that was distributed to the Board. Mr. Wellons introduced Jennifer Hocking and stated that Jennifer was the junior level winner of the Authority's Environmental Award. Mr. Wellons congratulated Jennifer and presented her with a plaque. Mr. Wellons introduced Jennifer's parents, Tim and Barbara Hocking. Mr. Wellons introduced Christopher Wood and stated that Christopher was the senior level winner of the Authority's Environmental Award. Mr. Wellons congratulated Christopher and presented him with a plaque. Mr. Wellons introduced Christopher's father, Farrar Wood. Chairman McQueen stated that on behalf of the Board that he appreciates Jennifer and Christopher for the dedication and hard work required to win these awards.

#### **CLAYTON COUNTY WATER AUTHORITY ENVIRONMENTAL AWARD**

The Clayton County Regional Science & Engineering Fair was held on March 2, 2002. This regional competition included winners from all Clayton County schools.

The CCWA provided five judges\* for middle and high school awards. This year, the judges picked both a Junior Level and Senior Level winner for the **Clayton County Water Authority Environmental Award**.

**Jennifer Hocking** from Lovejoy Middle School won for her project entitled:

*"To Use or Not to Use"*

**Chris Woods** from Jonesboro High School won for his project entitled:

*"How Does Water Quality in Clayton County Differ?"*

\*Judges were: Neal Wellons, Jim Poff, Lonnie Philpot, Hilton Texidor, and Kim Zimmerman

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Stream Naming Contest Results: Chairman McQueen called on Mike Thomas, Manager of Program Management and Engineering, who introduced Kim Zimmerman and stated that Ms. Zimmerman is the Authority's Watershed Management Program Coordinator. Mr. Thomas stated that Ms. Zimmerman was responsible for coming up with the stream-naming contest. Ms. Zimmerman gave a slide presentation and discussed the following information that was distributed to the Board.

### **Stream Naming Contest**

A large number of streams in the county are currently unnamed, based on research of federal, state, and local maps of Clayton County. The goals of the stream naming contest were to:

- Create an identity for the 100+ unnamed waterbodies
- Increase citizen awareness of local waterbodies
- Promote participation in the Adopt-A-Stream Program
- Assist with the sanitary sewer spill notification process

The stream-naming contest was based on the United States Geological Survey (USGS) "Commemorative Naming" policy. A map with the location of the unnamed water bodies, a contest entry form, and copy of the USGS policy were distributed to all public schools, county libraries, and at CCWA facilities. There were several newspaper articles and an article in the CCWA Customer Newsletter that reached a larger audience. In addition, CCWA spoke with over 900 school children in the county about the stream naming contest and related water quality issues.

As a result of the contest, 28 water bodies (approximately 25% of the unnamed water bodies in the county) are now named. CCWA will complete the application to USGS to include these names on federal maps. CCWA and Clayton County will place these names on all future county maps. Additionally, the participants were mailed certificates that highlight the stream name, stream location, and the participant's name. A letter discussing the Adopt-A-Stream program, stormdrain stenciling program, and Rivers Alive Cleanup accompanied the certificate. Several groups have already expressed interest in one or more of these programs.

CCWA received a total of 73 applications with stream names, with 49 entries from one school. All entrants received a certificate of participation as a token of appreciation.

CCWA shared the success of this contest at the recent Georgia Water Pollution Control Association conference. Several counties, including Gwinnett and Cobb, plan to mimic CCWA's Stream Naming Contest in the future. Hopefully, this contest can become an annual event until all of the water bodies in the county are officially named.

### **CCWA Stream Naming Contest Results – April 1, 2002**

| <b>Proposed Name</b> | <b>Significance of Name</b>  | <b>Contact Person</b>                                   |
|----------------------|--|---|
| Angel Creek          | Named after the former mascot of Community Christian Academy, near the confluence of Angel Creek and East Jesters Creek. | Iris Harris<br>667 Roxbury Drive<br>Riverdale, GA 30274 |
| Black Dog Creek      | Named after a large black dog that used to chase bike riders up the hill adjacent to the creek.                          | Jim Poff<br>8890 Roberts Road<br>Jonesboro, GA 30238    |

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| Proposed Name                                       | Significance of Name   | Contact Person   |
|---|--|--|
| Botanical Bend Creek                                | Named for the rich vegetation on either side of the creek. The landowner has created a trail and seating area in the woods for girl scout meetings and has started labeling all of the native vegetation along the stream. | Melina & Melora Slotnick<br>9144 Sioux Court<br>Jonesboro, GA 30236  |
| Brown Rock Bottom Creek                             | The creek bottom was covered with brown rocks.   | MD Roberts Middle School<br>Nesha Jairam<br>2278 Holly Run Drive<br>Jonesboro, GA 30236  |
| Caliber Cliffs Creek                                | Caliber refers to a Civil War era pistol found buried in mud near the creek. Near the headwaters, the creek has cut a deep ravine in the earth; therefore the Cliff is physically significant.                             | Keith Phillips<br>8254 Autumn Forest Drive<br>Jonesboro, GA 30236  |
| Castor Creek  | Named after the numerous beaver lodges found along the creek. Castor Canadensis is the scientific name for the beaver.   | Amy Egoroff<br>465 Stonehaven Drive<br>Fayetteville, GA 30215  |
| Cleburnes Creek                                     | On August 31, 1864 Cleburne's Division was posted to guard the right flank of Howard's Forces a stride Fairburn Road to rebuild the burned bridge on the Flint River.  | Michael Crabtree<br>WB Casey WRF   |
| Cougar Creek  | Named after the Lovejoy Middle School mascot.  | Lovejoy Middle School<br>Science Club<br>1588 Lovejoy Road<br>Lovejoy, GA 30250  |
| Eagles Brook  | Named after the North Clayton High School mascot.  | Regina Stephens<br>7000 Kimberly Lane<br>Riverdale, GA 30296<br>B. Qureshi<br>5758 Highway 85 N.369<br>Riverdale, GA 30274<br>Linda Moran<br>North Clayton High School<br>5517 W Fayetteville Road<br>College Park, GA 30349 |
| Frog Pond   | Named after the frogs that congregate near the pond.   | MD Roberts Middle School<br>Jennifer Cox<br>119 East Mimosa Drive<br>Jonesboro, GA 30236   |
| Hastings Ferry Twin Lakes                           | Don Hastings originally owned the two lakes, now part of Hastings Ferry Subdivision.   | Robert Bennett<br>2388 Forest Drive<br>Jonesboro, GA 30236   |
| Hidden Springs Brook                                | The brook is spring fed by two sources that are difficult to find (hidden).  | Keith Phillips<br>8254 Autumn Forest Drive<br>Jonesboro, GA 30236  |
| Kendrick Waters                                     | Carrie D. Kendrick was the original owner of the area and was responsible for the land that now occupies Kendrick Middle School and Callaway Elementary.   | Kendrick Middle School<br>Presidents Cabinet<br>7971 Kendrick Road<br>Jonesboro, GA 30238  |
| Little Rum Creek                                    | The stream is a small tributary into Rum Creek.  | MD Roberts Middle School<br>Sean Powell<br>470 Old Seniona Road<br>Fayetteville, GA 30215  |
| Log Cabin Pond (water body on Log Cabin Pond Brook) | Named after a beautiful log and stone house that used to belong to the property owner.   | Keith Phillips<br>8254 Autumn Forest Drive<br>Jonesboro, GA 30236  |

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| Proposed Name         | Significance of Name   | Contact Person  |
|-----------------------|--|---|
| Log Cabin Pond Brook  | Named after a beautiful log and stone house that used to belong to the property owner.   | Keith Phillips<br>8254 Autumn Forest Drive<br>Jonesboro, GA 30236   |
| Lowland Creek         | The creek is located at the bottom of a big hill and is much lower in elevation than the surrounding land.   | MD Roberts Middle School<br>Carly Klod<br>3004 Carrington Park<br>Jonesboro, GA 30236   |
| Mossflorinstone Creek | Named after a childhood story created about a fairy living along the moss found on the stones on the floor of the creek.   | The Potter Family<br>2418 Creekside Trace<br>Jonesboro, GA 30236  |
| Parvi Flumen          | This is the Latin word for little stream.  | Kenyanna Satterwhite<br>1602 Envoy Place<br>Riverdale, GA 30296   |
| Richmond Pond         | Named after the neighborhood near the pond. It is a quiet place for children to play.  | Stephanie Worn<br>1887 Holston Drive<br>Jonesboro, GA 30236   |
| Roberts Brook         | Named after that landowner that donated the school property.   | MD Roberts Middle School<br>Joel Smith<br>5688 Bonnell Court<br>Rex, GA 30273<br>Nicholas Lundley<br>9213 Fairfield Approach<br>Jonesboro, GA 30236<br>Javier Johnson<br>2894 Botany Drive<br>Jonesboro, GA 30236 |
| Rocky Creek           | The creek is filled with rocks that aerate the stream.   | Javier Johnson<br>2894 Botany Drive<br>Jonesboro, GA 30236  |
| Sweetgum Creek        | The creek is surrounded by Sweetgum trees, some as old as 100 years.   | David H. Smith<br>3482 Overland Court<br>Ellenwood, GA 30294  |
| Team Stream           | Named in honor of the teamwork between the Clayton County Fire Department, Police Department, CCWA and Riverdale Elementary in protecting the stream.  | Wanda Loving<br>Riverdale Elementary School<br>6630 Camp Street<br>Riverdale, GA 30296  |
| Terrell Lake          | Lowell Terrell built the 1.5-acre spring-fed lake in the mid 1964.   | Barbara McDonald<br>9725 Brown Road<br>Jonesboro, GA 30238  |
| Thames Creek          | Forest Parkway was formerly called Thames Parkway in honor of the forest park hero that is buried at Conley Baptist Cemetery. The creek near the cemetery should be named in his honor.      | Mary Y. Parker<br>855 North Avenue<br>Forest Park, GA 30297   |
| Trammel Creek         | The creek crosses land that has been in the Trammel family since 1900. The creek provided water for the early farmers and settlers of Clayton County. (See pictures of historic creek usage) | James C. Trammel<br>5877 Trammel Road<br>Morrow, GA 30260   |

Rotary Lobe Pump Bids: Chairman McQueen called on Neal Wellons, Manager of Water Reclamation, who stated that the Authority advertised and received only one bid for a new type pump called a Rotary Lobe Pump. Mr. Wellons recommended that the bid be awarded to the only bidder Hydro South, Inc.

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**Clayton County Water Authority  
 Rotary Lobe Pump  
 Tab Sheet  
 April 29, 2002**

| Vendor   | Bid      |
|--|----------|
| <b>Hydro South, Inc.</b><br>1355 McFarland 400 Drive<br>Alpharetta, GA 30004 | \$22,250 |
| <b>Pye Barker</b><br>121 Royal Drive<br>Forest Park, GA 30050                | No bid   |

For the Authority this is a new-type pump that will be used to pump sludge to the presses in the pelletizing building. These pumps have been successful in projects in Cobb County and Columbus.

Pye-Barker did not bid because they have not used these pumps for wastewater sludge and would not recommend them for this purpose. The pumps used in Columbus and Cobb County is the brand carried by Hydro-South.

\$25,000 was budgeted in the 4<sup>th</sup> quarter of FY 2002.

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

RESOLVED: to accept the only bid from Hydro South, Inc. for the purchase of a Rotary Lobe Pump for the bid amount of twenty two thousand two hundred fifty dollars (\$22,250).

Backflow Material Bids: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance and Construction, who stated that the Authority advertised and received bids for backflow materials. Mr. Etheridge recommends purchasing backflow materials from the low bidders that are highlighted in yellow on the bid tab sheet. Mr. Etheridge stated that he is also requesting the Board to authorize using the second low bidder for each of these backflow materials in the event that the low bidders cannot provide the materials per the Authority's schedule. There was discussion concerning this information.

**Clayton County Water Authority  
 Backflow Materials  
 Tab Sheet  
 April 2002**

| Vendor   | Bid    |
|--|--------|
| <b>Lawrenceville Winnelson</b><br>P.O. Box 1539<br>Lawrenceville, GA 30046 | No Bid |

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|   |   |
|---|---|
| <b>Lanier Municipal Supply</b><br>GA Highway 64<br>Lakeland, GA 31635                     | Dual Check Valve \$837,000.00<br>3/4" Coupling \$131,250.00<br>Meter Box \$169,000.00<br>Meter Box Lids \$171,250.00  |
| <b>U.S. Filter</b><br>2111 Moon Station<br>Kennesaw, GA 30144                             | Dual Check Valve \$831,600.00<br>3/4" Coupling \$133,000.00<br>Meter Box \$109,250.00<br>Meter Box Lids \$152,000.00  |
| <b>Ferguson Underground</b><br>5475 Technology Parkway<br>Braselton, GA 30517             | No Bid  |
| <b>Premier Utilities and Services, Inc.</b><br>5850 Jacaranda Drive<br>Mableton, GA 30059 | Dual Check Valve No Bid<br>3/4" Coupling \$121,450.00<br>Meter Box \$102,000.00<br>Meter Box Lids \$147,250.00        |
| <b>Delta Municipal Supply Company</b><br>855 Marathon Parkway<br>Lawrenceville, GA 30045  | Dual Check Valve Specs not met<br>3/4" Coupling \$119,350.00<br>Meter Box \$102,500.00<br>Meter Box Lids \$106,250.00 |

Staff recommends purchasing specific items from low bidders as highlighted above. We would also recommend the authorization to use the second low bidder for each item in the event that the low bidder cannot provide the materials per our schedule.

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

RESOLVED: to accept the bids that are highlighted in yellow on the backflow materials tab sheet, U.S. Filter for the purchase of dual check valves for the low bid amount of eight hundred thirty one thousand six hundred dollars (\$831,600), Premier Utilities and Services, Inc. for the purchase of meter boxes for the low bid amount of one hundred two thousand dollars (\$102,000), Delta Municipal Supply Company for the purchase of 3/4" couplings for the low bid amount of one hundred nineteen thousand three hundred fifty dollars (\$119,350) and meter box lids for the low bid amount of one hundred six thousand two hundred fifty dollars (\$106,250) and to authorize using the second low bidder for each of these items in the event that the low bidders cannot provide the materials per the Authority's schedule.

Backflow Device Installation Bids: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance and Construction, who stated that the Authority advertised and received bids for backflow retrofitting. Mr. Etheridge stated that there was only one bid received. Mr. Etheridge stated that bids were solicited from all of the contractors listed on the bid tab sheet but most of them have plenty of work at this time. Mr. Etheridge recommended that the contract be awarded to the only bidder Mack Jones Enterprises, Inc. Mr. Etheridge stated that Mack Jones Enterprises, Inc. has been performing the backflow retrofitting for the Authority since November 2001 for the same price as this bid amount. There was discussion concerning this information with questions. Mr. Etheridge answered questions and gave additional information.

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**Clayton County Water Authority  
 Backflow Retrofitting  
 April 2002**

| Vendor   | Bid            |
|--|----------------|
| <b>Andrews Excavation, Inc.</b><br>112 Simpson Mill Road<br>McDonough, GA 30252                    | No Bid         |
| <b>Reynolds, Inc.</b><br>1212 Roberts St.<br>Fairburn, GA 30213                                    | No Bid         |
| <b>Ronny D. Jones Enterprises, Inc.</b><br>315 Millard Farmer Industrial Blvd.<br>Newnan, GA 30263 | No Bid         |
| <b>Mid-South Builders, Inc.</b><br>P.O. Box 878, 7057 Maddox Road<br>Lithonia, GA 30058            | No Bid         |
| <b>MacBa Sewer &amp; Pipeline, Inc.</b><br>117 Park West Drive<br>McDonough, GA 30253              | No Bid         |
| <b>Huff Grading &amp; Pipeline Co., Inc.</b><br>117-B Commerce Drive<br>Dallas, GA 30132           | No Bid         |
| <b>Gary's Grading &amp; Pipeline Co., Inc.</b><br>7434 Hwy. 81<br>Monroe, GA 30656                 | No Bid         |
| <b>Tom Davidson &amp; Sons, Inc.</b><br>79 School Road, P. O. Box 257<br>Sunnyside, GA 30284       | No Bid         |
| <b>Floyd S. Lee Grading</b><br>5755 Old Dixie Highway<br>Forest Park, GA 30297                     | No Bid         |
| <b>Hall Construction</b><br>670 Hall Road<br>Hampton, GA 30228                                     | No Bid         |
| <b>Graystone Contracting Co.</b><br>9019 Hwy. 85<br>Forest Park, GA 30297                          | No Bid         |
| <b>United Metering, Inc.</b><br>200 Old Hook Road<br>Harrington Park, NJ 07640                     | No Bid         |
| <b>JMJ Plumbing LTD</b><br>212 Northridge Drive<br>Acworth, GA 30101                               | No Bid         |
| <b>Mack Jones Enterprises, Inc.</b><br>5659 McEver Road<br>Flowery Branch, GA 30542                | \$3,155,000.00 |

Staff recommends awarding this Contract to Mack Jones Enterprises, Inc. This company has been performing this work for us since November 2001 and is doing an excellent job. The bid prices in this bid are identical to the prices in the September 2001 bid.



Upon Motion by Lloyd Joiner and seconded by Alan Horton it was unanimously

RESOLVED: that the contract for backflow retrofitting be awarded to the only bidder Mack Jones Enterprises, Inc. for the bid amount of three million one hundred fifty five thousand dollars (\$3,155,000), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

SCADA Bids: Chairman McQueen called on Mike Buffington, Project Manager, who gave the Board information on the wastewater lift station SCADA system bids that were received by the Authority. Mr. Buffington stated that the Authority originally solicited bids for this project in February of this year with only one qualified bid being submitted. Mr. Buffington stated that it was the decision of the Board that this project be rebid. Mr. Buffington stated that the Authority again advertised and received bids for the Wastewater Lift Station SCADA System and received three bids. Mr. Buffington gave a slide presentation and discussed the following information that was distributed to the Board. Mr. Buffington stated that it is the recommendation of CH2M Hill and CCWA staffs that the construction contract for the Wastewater Lift Station SCADA System be awarded to the low bidder, Curry Controls Company. Mr. Buffington stated that Curry Controls Company has offered a credit of approximately one hundred thirty thousand dollars (\$130,000), which is being evaluated by the Authority and CH2M Hill. There was discussion concerning this information with questions. Mr. Buffington answered questions and gave additional information.

#### **WASTEWATER LIFT STATION SCADA SYSTEM**

The project includes remote monitoring of 26 wastewater lift station sites reporting to the W. B. Casey WRF, and three water sites reporting to the existing SCADA system at the Freeman Road WPP. Communications will be via spread spectrum radio system, and hardware and software will be included to monitor and control lift station operation.

#### **Project Managers:**

- CH2M Hill, Engineers – Yvette Ratzlaff
- Clayton County Water Authority – Mike Buffington

**Bid Opening:** Bids for construction of the project were received and opened at 2:00 PM, Local Time, April 18, 2002. The following bids were received:

- |  |                        |
|--|------------------------|
| <ul style="list-style-type: none"> <li>• Curry Controls Co.<br/>Lakeland, Florida</li> </ul> | <b>\$ 1,254,000.00</b> |
| <ul style="list-style-type: none"> <li>• J. K Duren Co.<br/>Roswell, Georgia</li> </ul>      | <b>\$ 1,342,000.00</b> |

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- Revere Control Systems **\$ 1,442,567.00**  
Birmingham, Alabama

**Estimate:** CH2M Hill Construction Cost Estimate \$ 1,200,000.00

**Funding:** The Series 2001 Bond Issue will fund construction of the project.

**SUMMARY:** CH2M Hill and CCWA staff recommend award of construction contract for SCADA system to low bidder, Curry Controls Co. for \$1,254,000.

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

RESOLVED: that the construction contract for the installation of the Wastewater Lift Station SCADA System be awarded to the low bidder Curry Controls Company for the bid amount of one million two hundred fifty four thousand dollars (\$1,254,000), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Paving Improvement Projects: Chairman McQueen called on Wade Brannan, General Manager, who gave the Board information concerning paving projects that the Authority needs at the following four locations, J.W. Smith Community Use Building, Wetlands Center, Land Management Forestry Facility and Shamrock/Blalock Recreation Facility. Mr. Brannan stated that he requested that the County provide the Authority with a cost estimate to do these paving projects for the Authority. Mr. Brannan stated that the paving material cost submitted by the County to do these paving projects was twenty six thousand eight hundred eighty nine dollars and fifty-eight cents (\$26,889.58). Mr. Brannan recommended that the Board authorize the County to proceed with doing these paving projects for the Authority. There was discussion concerning this information.

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

RESOLVED: to authorize the Clayton County Department of Transportation and Development to proceed with doing these paving projects for the Authority for the cost of twenty six thousand eight hundred eighty nine dollars and fifty-eight cents (\$26,889.58).

Capital Improvement Participation Policy: Chairman McQueen called on Wade Brannan, General Manager, who stated that the Capital Improvement Participation Policy Board appointed committee requested that Mr. Fincher draft this policy for the Authority. Mr. Brannan stated that it is his recommendation that the Board approve this policy as presented. Mr. Moore, Chairman of the Capital Improvement Participation Policy Board Committee stated that he concurs with Mr. Brannan and recommends that the Board approve this policy as presented. There was Board discussion concerning this policy.

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### **Policy for CCWA Participation in Expansion of System Improvements at the Request of Private Owners of Property**

From time to time, the Clayton County Water Authority (CCWA) is approached by private holders and developers of property with a request that the CCWA commit to a financial contribution to a project to expand its water distribution and/or sewer collection facilities.

In order to provide the standard under which the CCWA will evaluate and respond to such requests, the Board hereby adopts the following findings and review standards:

#### **FINDINGS**

The CCWA is charged by State Law with the right, power and authority to operate, build and maintain a waterworks and sanitary sewer system, together with the right to acquire lands and construct these facilities, including projects embracing sources of water supply and related facilities.

The CCWA is charged by State Law with the right, power and authority to exercise police powers over the entire water and sewer system and shall have the right and authority to make rules and regulations governing the construction, operation and maintenance of the system, as well as extensions and connections with any water main or sewer line within or without the limits of the Clayton County.

Nothing in State Law requires the CCWA to furnish service to any consumer if in the discretion of the CCWA it is not deemed feasible or desirable to do so.

As a general policy rule, the expansion of the distribution and collection facilities within Clayton County are to be favored, when the long term effects of such expansion can be reasonably projected to increase the overall public health, safety and welfare of Clayton County.

As a general policy rule, those seeking the expansion of the distribution and collection facilities within Clayton County to serve a proposed development on specific property should take full responsibility for the costs of such expansion.

From time to time, the costs of expansion of the distribution and collection facilities within Clayton County to serve a proposed development on specific property, because of the scope of the project, are of such a magnitude that the development of the specific site is not economically feasible.

In such circumstances, very often the line to be extended to serve the specific development can be utilized by others to open for development currently underutilized property.

In such circumstances, the expansion of the line can be in the best long term interest of the CCWA, and the interests of the developer and the interest of the CCWA result in an opportunity to provide service at a reduced expense to the rate payers.

### **POLICY**

As a general rule, the expansion of system improvements at the request of and for the immediate benefit of private owners of property must be done at the expense of the private owners.

Any person desiring the CCWA to consider participation in a system improvement project shall file an application with the General Manager containing the following items:

1. The name, address and telephone number of the person(s) making the application and his or her relationship to the Persons in Interest;
2. A list of all Persons in Interest, which for the purposes of this policy means all owners of, any person with a contractual interest in, or any person known to the applicant as the intended developer of, property intended to be directly benefited by the system improvement;
3. A description of the proposed improvement sufficient to allow the CCWA to adequately consider the request;
4. A statement of the level of participation requested by the applicant(s);
5. The applicants' analysis of the request based on the stated policy contained herein; and
6. The Application shall be submitted in writing and the information contained therein must be verified by the sworn statement of the applicant.

Under normal circumstances, if the proposed expansion crosses over other lands that will or could benefit from the expansion in the foreseeable future, financial participation from the owners of such land should be sought before approaching the CCWA. If the applicant(s) have sought participation, and have not been successful in acquiring voluntary financial participation, the CCWA will assist in contacting the other directly interested and affected owners and seeking their financial or in kind participation in the cost of the proposed expansion. In making a judgment regarding the CCWA participation in the financial costs of the system expansion, the number of potential beneficiaries that agree to assist in the costs of the improvement shall be relevant and important criteria.

Under normal circumstances, the CCWA will assist in the acquisition of easements or rights of way for water or sewer facilities, provided that it is demonstrated that:

1. The most reasonably available and least obtrusive route has been selected;
2. The Private Owner(s) have demonstrated that he has attempted to acquire the right of way through reasonable negotiation, and has offered a fair price for a voluntary transaction; and

1. The Private Owner(s) have deposited with the CCWA an amount sufficient to cover all expenses associated with the acquisition, including actual right of way expenses, appraiser and attorney fees, and other miscellaneous expenses. If, at any time the amount tendered is deemed to be insufficient to cover such expenses, the Private Owner(s) must, within five (5) working days of written notice from the CCWA, tender such additional sums as deemed appropriate by the CCWA. Likewise, if, after completion of the acquisition, any funds previously deposited remain after all expenses have been paid, the balance shall be rebated, pro rata, to all contributing parties.

The Board will consider, after review and upon recommendation from the General Manager, requests for financial participation in the Expansion of System Improvements at the Request of Private Owners of Property.

If requested by a Private Owner(s), the CCWA may participate in the financial expense of a System Expansion, under the following standards:

1. All such decisions will be at the sole discretion of the Board of the CCWA.
2. All members of the Board will be provided a copy of the applicant's list of Persons in Interest prior to any vote taken on this issue.
3. The General Manager must make a recommendation to the CCWA that:
  - A) The proposed System Expansion will provide an expansion of the system that provides a benefit to the County and the CCWA by making service available to areas not currently served; or
  - B) The proposed System Expansion will result in an improvement to the CCWA systems, by, for instance, allowing the immediate or long term removal of lift stations from the system, or allowing the removal of obsolete systems, or allowing a beneficial looping of service, or other like improvements, so as to provide a benefit to the County and the CCWA separate from the benefit that may be enjoyed by the Private Owner; and
  - C) The proposed System Expansion will provide an expansion of the system that does not provide a benefit solely to the Private Owner.

If the General Manager makes a recommendation to participate in a proposed System Expansion, he must also make a recommendation to the Board of the appropriate financial commitment to be made by the CCWA. The General Manager's recommendation should be based on the following considerations:

- A). The relationship of the benefit to the Private Owner(s) to the benefit to the public, the System, Clayton County, the regional water and sewer delivery and collection systems, and the long term goals of the CCWA;
- B). The opportunities of the CCWA to acquire new customers for water and/or sewer services which would add to the revenue base of the CCWA;
- C). The likelihood that the System Expansion will increase economic development in Clayton County;
- D). The CCWA shall not participate financially in system expansion for the sole benefit of a Private Owner; and
- E). The financial participation of all property owners potentially directly benefited from the system improvement.

If the Board approves participation in the project, work on the project shall not commence until the Private Owner(s) shall have deposited with the CCWA an amount sufficient to cover his agreed share of all expenses associated with the system improvement, including engineer fees, labor and material costs and all other miscellaneous expenses. If, at any time the amount tendered is deemed to be insufficient to cover such expenses, the Private Owner(s) must, within five (5) working days of written notice from the CCWA, tender such additional sums as deemed appropriate by the CCWA. Likewise, if, after completion of the system improvement, any funds previously deposited remain after all expenses have been paid, the balance shall be rebated, pro rata, to all contributing parties.

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

RESOLVED: that the Policy for CCWA Participation in Expansion of System Improvements at the Request of Private Owners of Property be approved as presented.

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

Upon Motion by Marie Barber and seconded by Alan Horton 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.

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Chairman McQueen discussed the possibility of Board Members using W2 forms instead of 1099 forms for tax purposes on the compensation paid to Board Members by the Authority. There was a Board discussion concerning this information. It was the Board's decision that the Authority start using W2 forms for Board Members compensation pay.

There was discussion concerning changing the date for the July board meeting from July 4, 2002 to Tuesday July 9, 2002. This date change is to be finalized at the June board meeting.

Chairman McQueen discussed information prepared by the Authority's Legal Counsel, Steve Fincher, concerning Board reimbursable expenditures made during travel related to Authority duties.

Mr. Brannan gave the Board information concerning the EPA Vulnerability Assessment Grant request.

Mr. Brannan gave the Board information on the status of the logo and flag painting on the Authority's water tank in Forest Park. Mr. Brannan stated that due to the weather this project has been delayed but that he expects this painting to be completed in a very short period of time.

Mr. Brannan gave the Board information concerning what the Authority is presently doing with old company vehicles that have been replaced with the purchase of new vehicles. Mr. Brannan stated that he would like for the Board to authorize the Authority to take the old company vehicles to a public car auction and auction these vehicles off as soon as they are taken out of service.

Upon Motion by Robbie Moore and seconded by Marie Barber it was unanimously

**RESOLVED:** to authorize the Authority to do whatever is necessary to take old company vehicles to a public car auction and auction these vehicles off as soon as these vehicles are taken out of service.

Mr. Brannan gave the Board information concerning the need for the Authority to proceed with obtaining a timber broker. Mr. Brannan stated that the timber broker is needed to give the Authority an estimated value of the pulpwood located at the E.L. Huie Land Management site where the first wetland cells will be constructed. Mr. Brannan gave a slide presentation showing pictures of this 117-acre site where the pulpwood needs to be removed.

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Mr. Brannan gave the Board information concerning a request from the Clayton County Commissioners for the Authority to donate, to the County, the 30-acre tract of land donated to the Authority by the Jim Jackson family. Mr. Brannan stated that the county would use this property for the County Green Space Program. Mr. Brannan stated that the 30-acre tract of land is located on Thomas Road and Highway 54 across from the Authority's R.L. Jackson WRF. Mr. Brannan stated that the Authority does not have a need for this property. Mr. Brannan stated that with the Board's authorization that the Authority will proceed with preparing necessary documentation in order for the Authority to transfer this property to the Clayton County Commissioners to be used for the Green Space Program.

Upon Motion by Robbie Moore and seconded by Marie Barber it was unanimously

RESOLVED: to authorize the Authority to proceed with preparing the required documentation for the Authority to transfer the 30-acre tract which was donated to the Authority from the Jim Jackson family and located on Thomas Road at Highway 54 to the Clayton County Commissioners to be used for the Green Space Program

Mr. Brannan stated that he would like to give the Board additional information concerning the Consent Order fine that the Authority received from the Georgia Department of Natural Resources Environmental Protection Division (EPD) for unreported spills in the amount of one hundred five thousand six hundred dollars (\$105,600). Mr. Brannan stated that after the Authority provided additional information to the EPD concerning the unreported overflows referenced in the Consent Order that he believes that the EPD will reduce the Consent Order fine amount. Mr. Brannan stated that he would bring additional information to the Board after he hears from the EPD.

Mr. Brannan stated that he attended a Metropolitan North Georgia Water Planning District Committee meeting this morning. Mr. Brannan gave the Board information concerning the two main topics, short-term wastewater plans and issues regarding stormwater, which were discussed at this meeting. There was discussion with questions concerning this information. Mr. Brannan answered questions and gave additional information. Mr. Brannan also gave the Board information concerning the Georgia Legislative session as it relates to water and wastewater issues. Mr. Brannan stated that the Georgia Water and Pollution Control Association (GW&PCA) is the state agency that monitors the Georgia Legislative session on behalf of water and wastewater agencies.

Mr. Hicks gave the Board information concerning the final cost to the Authority for the renewal of the Authority's property and casualty insurance. There was discussion concerning this information and that Management should keep a close watch over all insurance renewals and provide information to the Board.



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There was a Board discussion concerning having a ribbon cutting dedication for the new office complex expansion after all the construction work is complete.

Mr. Brannan gave the Board information concerning Riverdale Elementary School children participating in the Authority's stream naming contest and stream cleanup program. Mr. Brannan stated that the teacher and children involved in the stream naming contest are having a dedication on Thursday, May 16<sup>th</sup> at 9:00 a.m. at Riverdale Elementary School and that Board Members are invited to attend.

Upon Motion by Wes Green and seconded by Robbie Moore 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