

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting January 10, 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 H. Lindy Rogers, 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, Contracts and Procurement Administrator, Karen Riser, Administrative Secretary, Dianne Hammock, Human Resources Director, Ed Durham, Wastewater Maintenance Coordinator, Charles Ecton, Distribution & Resource Coordinator, Jeff Brandon, Installation & Paving Foreman, Johnny Meek, Assistant Supervisor Customer Service, Carolyn Smith, Chlorine Response Team Members, Tony Ferrari, Chris Hamilton, Mike Gresham, L.M. Hale, Robert Cloud, Stephen Tarpley and Robin Liles. 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 Visitor, Ethel Jewett.

Chairman McQueen called on Jeff Brandon, Water Production Distribution and Resource Coordinator, to give the invocation.

Chairman McQueen called for any omissions or additions to the minutes of the regular and executive board meeting on December 6, 2001, hearing none the minutes stand approved as presented

Financial and Statistical Report: Chairman McQueen called on Frank Conort, Manager of Administration, who gave the Board information on the Georgia Drinking Water State Revolving Fund (DWSRF) program which is administered by Georgia Environmental Facilities Authority. Mr. Conort stated that the DWSRF program provides municipalities the opportunity to borrow money at very low interest rates and that he is looking into the feasibility of the Authority using this program and will bring additional information back to the Board. Mr. Conort presented the monthly financial and statistical report. This report was received for information.

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.

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Operating Expenses Actual through November and FY 2002 Projected Revenues vs. Expenses by Month Actual through November. There was discussion concerning this information.

Employees Recognition: Chairman McQueen called on Wade Brannan, General Manager, who introduced Carolyn Smith, Assistant Supervisor in Customer Service and Johnny Meek, Installation & Paving Foreman. Mr. Brannan stated that Mr. Meek has been in charge of organizing the Authority's Operation Christmas program for the past ten years including the Authority's 2001 Operation Christmas and that he would like to give recognition to Mr. Meek, the Operation Christmas committee members, along with all of the Authority's employees who generously donated over seventeen hundred dollars (\$1,700). Mr. Meek gave the Board information on how this money was used by the Operation Christmas committee to buy clothes and toys for ten children and that due to the efforts of Carolyn Smith some of the Operation Christmas money was used to help a family with two small boys who had no heat in their home. Mr. Brannan stated that Carolyn Smith and a part-time Authority employee Becky Griffin, who was unable to attend the Board meeting, provided additional assistance to this family at their own expense. Mr. Brannan introduced Ms. Ethel Jewett, who was instrumental in making the Authority aware of the problems that this family was having, and thanked Ms. Jewett for her assistance and for taking time to attend the board meeting. Mr. McQueen stated that on behalf of the Board that he would like to thank all of the Authority's employees for giving of their time and money for this worthwhile cause.

Overview of the Chlorine Response Team: Chairman McQueen called on Guy Pihera, Manager of Water Production, who gave the Board an overview of the Authority's Chlorine Response Team. Mr. Pihera stated that due to the efforts of Tony Ferrari, who is the team Captain, the Authority's Chlorine Response Team was created in 1998. Mr. Pihera gave the Board background information on how Chlorine Response Team members are selected, their responsibilities and the possible dangers involved when responding to a Chlorine leak. Mr. Pihera stated that the Henry and Clayton County Fire Departments, who in turn are backed up by the Dekalb County HAZMAT Team, back up the Authority's Chlorine Response Team. Mr. Pihera gave an informational slide presentation showing pictures of the equipment used by the Chlorine Response Team. Mr. Pihera stated that the members of the Authority's Chlorine Response Team work in different positions and departments throughout the Authority. Mr. Pihera introduced the members of the Authority's Chlorine Response Team, Tony Ferrari, Facilities Maintenance Foreman, Chris Hamilton, Chief Operator Special Projects, Mike Gresham, Lead Maintenance Mechanic, L.M. Hale, Grounds Maintenance Foreman, Robert Cloud, Plant Operator II, Stephen Tarpley, W.J. Hooper WPP Supervisor and Robin Liles, Recreation Area Assistant, and gave each of these employees recognition for their importance to the Authority as voluntary members of the Chlorine Response Team. Mr. McQueen stated that on behalf of the Board that he appreciates Mr. Ferrari and each of the Chlorine Response Team employees for volunteering their time to make the Authority a safer place to work.

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 storage. Mr. Pihera discussed the information shown on the Water Supply Weekly Update for January 7, 2002 that was distributed to the Board and stated that currently the Authority's raw water reserve is at 67%, which is 1% below this same time period last year. Mr. Pihera stated that he is confident that the Authority's Reservoirs will be at full capacity before the first of summer. Mr. Pihera stated that the Authority's water production for calendar year 2001 was 1.2% higher than calendar year 2000.

Deer Harvest Report for 2001 Season: Chairman McQueen called on Dennis Hammock, Manager of Land Management, who discussed the information shown in the Summary of the 2001 Deer Hunt that was distributed to the Board. Mr. Hammock stated that during the Authority's 2001 deer hunt season there were 192 deer harvested, 97 does of which 72 were sexually mature and 95 bucks. Mr. Hammock stated that the Department of Natural Resources biologist's recommendation is to harvest 200 deer per season. Mr. Hammock stated that during the six years that the Authority has conducted the deer hunt there have been a total of 1,118 deer harvested. Mr. Hammock introduced Robin Liles, Recreation Area Assistant in the Land Management Department, and gave recognition to Mr. Liles along with Jep Palmer, Recreation Area Coordinator, for voluntarily helping to organize and assist in the Authority's deer hunt along with taking care of their other work duties for the Authority. There was discussion concerning this information. Mr. McQueen stated that on behalf of the Board he would like to thank Dennis Hammock, Jep Palmer, Robin Liles and all other Authority employees who give of their time to help make the Authority's deer hunt a success.

Authorization for Pre Tax Insurance Benefits: Chairman McQueen called on Ed Durham, Human Resources Director, who stated that Federal Law allows the Authority under section 125 to provide pretax benefits which allows employees to have insurance premiums deducted from their gross pay before any salary amount is taxed. Mr. Durham stated that because there were changes to the Federal Laws governing the section 125 plan the Authority is required to update its section 125 plan in order to continue this pretax benefit. Mr. Durham stated that one of the Authority's health care providers has agreed to update the Authority's section 125 plan at no cost to the Authority and that he is asking the Board to approve a resolution accepting the changes to the section 125 plan document pending review and approval by the Authority's legal counsel.

Upon Motion by Lloyd Joiner and seconded by Lindy Rogers it was unanimously

RESOLVED: to approve a resolution accepting the changes to the section 125 plan document pending review and approval by the Authority's legal counsel.

Safety Deposit Box Authorization: Chairman McQueen called on Terry Hicks, Deputy Manager, who stated that the Authority has four safety deposit boxes at SunTrust Bank in Jonesboro. Mr. Hicks stated that currently the only two authorized signatures to

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access these safety deposit boxes are he and Frank Conort. Mr. Hicks requested the Board's authorization for the following employees names to be on the signature cards for the Authority's safety deposit boxes at SunTrust Bank, Wade Brannan, Terry Hicks, Frank Conort, Keith Watkins, Stacy Doerr and Walt Bobo.

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

RESOLVED: to authorize the following employees names to be on the signature cards for the Authority's safety deposit boxes at SunTrust Bank, Wade Brannan, Terry Hicks, Frank Conort, Keith Watkins, Stacy Doerr and Walt Bobo.

Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, to discuss the information shown on the Leak Detection Report for the month of December that was distributed to the Board. Mr. Etheridge stated that during the month of December the Authority's leak detection section found and repaired seven (7) leaks, which brings the total for the year to ninety-five (95). These repaired leaks represent a possible value of two million two hundred twenty seven thousand three hundred one dollars (\$2,227,301) in unaccounted water loss revenue to the Authority. Mr. Etheridge also thanked James Massengale, City of Jonesboro Public Works Director, who found and reported a 280-gallon per minute leak going into a storm drain. There was discussion concerning this information.

Vacuum Excavator Bid: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction who stated that the Authority advertised and received bids for a vacuum excavator. Mr. Etheridge gave the Board information on how the Authority would use this vacuum excavator and stated that before the Authority advertises for equipment bids that bid specifications and equipment is thoroughly researched to be sure the equipment best serves the Authority's needs. Mr. Etheridge recommended that the Board approve purchasing the VacTron Vacuum Excavator from Georgia Underground for the low bid, which meets the Authority's specifications, of thirty two thousand three hundred dollars (\$32,300).

**Clayton County Water Authority
Vacuum Excavator
Tab Sheet
December 2001**

VENDOR	BID
Vacuum Source, Inc. 1700 South Hwy. 14 Greer, SC 29650	Vacuum Source VT800D \$27,500.00
Ditch Witch of Georgia 4891 Clark Howell Hwy. College Park, GA 30349	Ditch Witch FX30 \$31,915.00

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Georgia Underground 5158-G Kennedy Road Forest Park, GA 30297	VacTron BMD 800 DTE \$32,300.00
Vermeer Southeast Sales and Service 305 Racetract Road McDonough, GA 30253	Vermeer E900 \$33,422.00

Staff recommends purchasing a VacTron Vacuum Excavator from Georgia Underground for \$32,300.00, as it is the lowest bid meeting specifications.

Upon Motion by Lindy Rogers and seconded by Alan Horton it was unanimously

RESOLVED: to approve the purchase of a VacTron Vacuum Excavator from Georgia Underground for the low bid which meets the Authority's specifications of thirty two thousand three hundred dollars (\$32,300).

Relining of Cast Iron Water Mains Bid: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, who gave the Board background information on the history of the Forest Park water system showing a slide presentation of the location of cast iron water mains that were installed by the City of Forest Park from 1931 through 1950 and showed a cast iron water pipe, with mineral buildup, that came from the Forest Park system. Mr. Etheridge gave the Board information on what causes the mineral buildup in the water pipe and how it affects the quality of the water that goes through these pipes. Mr. Etheridge stated that in order to solve the water main problem in Forest Park the Authority is proposing to have a cement liner installed inside the water main. Mr. Etheridge stated that the Authority advertised and received bids and recommended that the annual contract for the relining of the City of Forest Park water mains be awarded to the low bidder J. Fletcher Creamer and Son. Mr. Etheridge stated that this annual contract would be renewable for two additional years. Mr. Etheridge stated that he is also requesting funds in the amount of one hundred seven thousand dollars (\$107,000) to complete the initial phase of this project in FY 2002 and that he would be requesting funds for the relining of approximately 8,000 additional feet in FY 2003. Mr. Etheridge stated that the cost to reline the water main pipe is approximately twenty-one dollars and forty cents (\$21.40) per foot, which is half the cost of forty-five dollars (\$45) per foot if the pipe had to be replaced. There was discussion concerning this information.

**Clayton County Water Authority
Relining Water Mains
Tab Sheet
January 2002**

VENDOR	BID
J. Fletcher Creamer & Sons 101 East Broadway Hackensack, NJ 07601	Grassed Areas 2,500' x \$15.00 = \$37,500.00 Paved Areas 2,500' x \$21.40 = \$53,500.00 Total = \$91,000.00

Mainlining, Inc. P.O. Box 96 Elma, NY 14059	Grassed Areas 2,500' x \$25.50 = \$63,750.00 Paved Areas 2,500' x \$31.50 = \$78,750.00 Total = \$142,500.00
Paul Martin Utility Grading Contracting 951 Klondike Court, Suite 102 Conyers, GA 30094	No Bid
Spiniello Companies 35 Airport Road Morristown, NJ 07962	Bid Submitted with No Georgia Utility Contractor License – Bid Disqualified
Utility Service Pipe Rehabilitation Co., LLC 535 Courtney Hodges Blvd. Perry, GA 31069	No Bid

Staff recommends that the annual contract be awarded to J. Fletcher Creamer and Son. We are requesting funding of \$107,000.00 to complete the initial phase of this project in FY 2002. We will be requesting funds for approximately 8,000 additional feet in FY 2003.

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

RESOLVED: that the annual contract for relining of the cast iron water mains located in the City of Forest Park be awarded to the low bidder J. Fletcher Creamer and Son, with the option to renew this contract for two additional years without any changes to the conditions of the contract, contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents, and approve the amount of one hundred seven thousand dollars (\$107,000) to be used to complete the initial phase of this project in Fiscal Year 2002.

Liner in Sanitary Sewer Lines Bid: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance and Construction, who gave the Board information on a new technology using an epoxy impregnated fiberglass sock for the relining of sewer mains. Mr. Etheridge gave the Board background information concerning the problems with excess flow into the Authority's Shoal Creek WRF. Mr. Etheridge gave an informational slide presentation showing pictures of groundwater leaking into the sewer line going to the Shoal Creek WRF. Mr. Etheridge stated that the Authority advertised and received bids for an annual contract to do the cured in place sewer line rehabilitation work and recommended that the annual contract be awarded to the low bidder Insituform Technologies, Inc. Mr. Etheridge stated that he is requesting funding in the amount of eighty seven thousand five hundred dollars (\$87,500) for FY 2002 to complete the rehabilitation of 1,500 feet of 21" sewer line near the Shoal Creek WRF and that he would request additional funding as needed. There was discussion with questions concerning this information. Mr. Etheridge and Mr. Hicks answered questions and gave additional information. Mr. Brannan gave the Board information concerning the source of funding for projects that were not included in the Authority's budget.

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 January 2002**

VENDOR	BID
Insituform Technologies, Inc. P.O. Box 1837 Lexington, S.C. 29071	\$300,580.00
Reynolds, Inc. 121 Roberts St. Fairburn, GA. 30213	\$334,450.00
Southeast Pipe Survey 3523 Williams St. Patterson, GA. 31557	\$435,623.00
Paul Martin Utility Grading Contractor 951 Klondike Ct. Conyers, GA. 30094	No Bid Returned

Staff recommends that the annual contract be awarded to Insituform Technologies, Inc. We are requesting funding in the amount of \$87,500.00 for FY 2002 to complete the rehabilitation of 1,500' of 21" sewer line rehabilitation near the Shoal Creek WRF. We will request additional funding at a later date as needed.

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

RESOLVED: that the annual contract to do rehabilitation work on the Authority's sewer lines by installing cured in place relining be awarded to Insituform Technologies, Inc., contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents, and approve the amount of eighty seven thousand five hundred dollars (\$87,500) for Fiscal Year 2002 to complete the rehabilitation of 1,500 feet of 21" sewerline near the Shoal Creek WRF.

Clearing of Sewer Easements Bid: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance and Construction, who gave the Board information on the Georgia Department of Natural Resources Environmental Protection Division regulations on sanitary sewer collections systems. Mr. Etheridge stated that one of these regulations is permanent access to all sewer mains. Mr. Etheridge gave an informational slide presentation showing pictures of the trees and vegetation surrounding some of the Authority's sewer manholes. Mr. Etheridge stated that the Authority advertised and received bids for an annual contract for a ten-foot wide clearing of the Authority's sanitary sewer right-of-ways and recommended that the annual contract be awarded to the low bidder Caffrey Construction. Mr. Etheridge stated that the bid amount of one hundred twenty eight thousand four hundred forty six dollars (\$128,446) is for a ten foot wide clearing of thirty one thousand four hundred twenty four feet (31,424') to be completed in FY 2002 and that he would be requesting additional funding for FY 2003. There was discussion with questions concerning the reason why there were only two bidders. Mr. Etheridge answered questions and provided additional information.

**Clayton County Water Authority
 Annual Contract for the Clearing of Sanitary Sewer Right of Ways
 Tab Sheet - January 2002**

VENDOR)BID
Asplundh Tree Expert Company 3255 Church Street Scottsdale, GA 30079	\$133,986.47
Caffrey Construction 204 Greenfield Road Hiram, GA 30141	\$128,446.00
Tom Davidson & Sons, Inc. 79 School Road Sunnyside, GA 30284	No Bid
Gary's Grading & Pipeline Co., Inc. 7434 Highway 81 Monroe, GA 30656	No Bid
Hall Construction 670 Hall Road Hampton, GA 30228	No Bid
Huff Grading & Pipeline Co., Inc. 117-B Commerce Drive Dallas, GA 30132	No Bid
Ronny D. Jones Enterprises, Inc. 315 Millard Farmer Industrial Blvd. Newnan, GA 30263	No Bid
Floyd S. Lee Grading 5755 Old Dixie Highway Forest Park, GA 30297	No Bid
Paul Martin Utility Grading Contractor 951 Klondike Court, Suite 102 Conyers, GA 30094	No Bid
MacBa Sewer & Pipeline, Inc. 117 Park West Drive McDonough, GA 30253	No Bid
Mid-South Builders, Inc. 7057 Maddox Road Lithonia, GA 30058	No Bid
Reynolds, Inc. 121 Roberts Street Fairburn, GA 30213	No Bid
Strack, Inc. 125 Laser Industrial Blvd. Fairburn, GA 30213	No Bid

Staff recommends that the annual contract be awarded to Caffrey Construction. The bid amount above is for an initial 31,424'. We are requesting funding in the amount of \$128,446.00 for the work to be completed in FY 2002. We will be requesting additional funding for FY 2003.

Upon Motion by Lindy Rogers and seconded by Alan Horton it was unanimously

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RESOLVED: that the annual contract, which is renewable up to three (3) years, to provide labor and equipment necessary to do a ten-foot wide clearing of the Authority's sanitary sewer right-of-ways be awarded to Caffrey Construction for the low bid amount of one hundred twenty eight thousand four hundred forty six dollars (\$128,446) for the clearing of thirty one thousand four hundred twenty four feet (31,424') to be completed in FY 2002, contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Flow Monitoring and Rain Data Collection Bid: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance and Construction, who gave the Board information concerning the Authority's work with CH2M Hill on a wastewater-modeling document, which is required by the Georgia Department of Natural Resources Environmental Protection Division, called Clayton County Wastewater Collection System Evaluation and Capacity Assurance Plan and stated that this document is an evaluation of the Authority's wastewater system to make sure that the Authority has sufficient capacity to reduce or eliminate sewer overflows. Mr. Etheridge stated that during the three months that the Authority along with CH2M Hill evaluated the Authority's wastewater capacity there was only one rainfall event. Mr. Etheridge stated that based on this one rainfall evaluation the Authority would need nineteen million dollars (\$19,000,000) in capital improvements to the wastewater system in the Casey basin alone. Mr. Etheridge stated that because there was only one rainfall during this evaluation the decision was made to get additional flow monitoring data. Mr. Etheridge gave the Board information on how the consulting service would obtain flow monitoring information and recommended that the contract be awarded to the low bidder, RJN Group. Mr. Etheridge stated that he is requesting one hundred sixty four thousand five hundred dollars (\$164,500) funding for the consulting services flow monitoring work to be completed in FY 2002 and that the remaining one hundred forty two thousand eight hundred twenty three dollars (\$142,823) will be funded in FY 2003. Mr. Etheridge stated that if the Authority determines that there is a need for additional funding it would be on a month-by-month basis and the cost would be forty five thousand three hundred sixty three dollars (\$45,363) per month and that the funding sources would be identified and information brought back to the Board. There was discussion concerning this information with questions. Mr. Etheridge, Mr. Thomas and Mr. Brannan answered questions and gave additional information.

**Clayton County Water Authority
Consulting Services for Flow Monitoring
Tab Sheet
January 2002**

VENDOR	BID
ADS 200 N. Cobb Parkway Building 400, Suite 434 Marietta, GA 30062	\$511,483.00/initial 6 months \$87,114.72/monthly extensions

Delaware Cornerstone Builders, Inc. 5006 Jackson Street Hyattsville, MD 20781	\$330,600.00/initial 6 months \$55,100.00/monthly extensions
RJN Group, Inc. 3230-L Peachtree Corners Circle Norcross, GA 30092	\$307,323.00/initial 6 months \$45,363.00/monthly extensions
Southeast Pipe Survey, Inc. 7520 Factory Shoals Road Austell, GA 30168	\$425,692.00/initial 6 months \$44,032.00/monthly extensions

Staff recommends that the contract be awarded to RJN Group. Funding for the portion of the work to be completed in FY 2002 will be approximately \$164,500.00 with the remaining \$142,823.00 to be funded in FY 2003. If we determine the need for additional funding on a month-by-month basis (\$45,363.00 per month) we will identify funding sources and update the Board of Directors as needed.

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

RESOLVED: that the contract for consulting services for flow monitoring be awarded to RJN Group, Inc. for the low bid amount of three hundred seven thousand three hundred twenty three dollars (\$307,323) for the initial six (6) months and forty five thousand three hundred sixty three dollars (\$45,363) per month if it is determined that additional flow monitoring would be required and approve the amount of one hundred sixty four thousand five hundred dollars (\$164,500) for the portion of the work to be completed in the Fiscal Year 2002 with the remaining one hundred forty two thousand eight hundred twenty three dollars (\$142,823) to be funded in FY 2003, with this contract contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

There was discussion with questions concerning an article in the Atlanta Journal/Constitution Newspaper about a wastewater overflow into the Flint River. Mr. Etheridge stated that this wastewater overflow was the result of a contractor, who was uncovering manholes, knocking a top off which allowed dirt to get into the manhole and stop up the sewer line. Mr. Brannan stated that the contractor would be required to reimburse the Authority for all cost associated with the overflow including EPD overflow fines and repairs to the manhole. There was additional discussion concerning how this overflow was reported in the newspapers. Chairman McQueen called on Chris Wood, of Jim Wood & Associates Public Relations, who introduced Justin Reedy and stated that Mr. Reedy is the Authority's new reporter with the Clayton News Daily.

Wastewater Lift Station SCADA System Pre-Qualification: Chairman McQueen called on Mike Buffington, Project Manager, who gave an informational slide presentation concerning the Wastewater Lift Station SCADA System project and discussed the following information that was distributed to the Board. Mr. Buffington stated that the decision was made to pre-qualify potential bidders for this project. Mr.

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Buffington stated that the Authority received two pre-qualification responses for construction of this project from Industrial Control Systems and Revere Controls. Mr. Buffington gave the Board background information on both of these companies and recommended along with CH2M Hill that the Board approve these two pre-qualified applicants to be the only two companies allowed to submit bids for construction of the Authority's SCADA system. Mr. Buffington answered questions and gave additional information concerning this project and the qualifications of these two pre-qualified applicants. Mr. Buffington stated that he is also confident that the Authority will receive a good bid price even though there will only be two companies allowed to submit bids.

WASTEWATER LIFT STATION SCADA SYSTEM

Project includes Supervisory Control and Data Acquisition (SCADA) System to provide remote monitoring of 26 wastewater lift station sites and the addition of three remote sites to the existing water SCADA System. Wastewater sites will report to W. B. Casey WRF and water sites will report to Freeman Road WPP. Communication to the remote sites will be via radio communication links. System will include dial up ability to monitor and control lift stations from designated laptop computers with password protection. Lift station runtime and historical data will be monitored from a designated desktop at the Administration Building and Inman Road Pump Station will be monitored at Land Management Control Building.

Project Managers:

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

Pre-Qualification:

Pre-qualification packages for bidders for construction of the project were received and opened at 2:00 PM, Local Time, December 11, 2001. Responsive packages were received from the following pre-qualification applicants:

- Industrial Control Systems, Inc.
 Roswell, Georgia
- Revere Controls
 Birmingham, Alabama

Estimate: CH2M Hill Construction Cost Estimate \$ 1,057,000

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

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

RESOLVED: to approve Industrial Control Systems, Inc. and Revere Controls as the only two pre-qualified applicants allowed to submit bids for construction of the Authority's Wastewater Lift Station SCADA System.

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Northeast WRF Improvements Update: Chairman McQueen called on Mike Buffington, Project Manager, who gave the Board an informational summary on the completed Northeast WRF Improvement. Mr. Buffington discussed the following information that was distributed to the Board and gave a slide presentation showing pictures of the installation of the modular filters and additional aeration equipment. Mr. Buffington stated that the Authority's construction cost estimate was one million two hundred thousand dollars (\$1,200,000) with the final construction cost being nine hundred sixty five thousand four hundred fifty nine dollars (\$965,459), which is a savings of two hundred thirty four thousand five hundred forty one dollars (\$234,541). Mr. McQueen stated that on behalf of the Board that he would like to thank the Authority employees who saved the Authority money by helping with this project.

**NORTHEAST WRF IMPROVEMENTS
 MODULAR FILTERS AND
 ADDITIONAL AERATION
 SUMMARY**

Project includes new modular effluent filters and additional aeration equipment. New filters replace existing worn and ineffective filters, improve plant operations, and insure compliance with recent more stringent discharge limits for phosphorus. Additional aeration equipment was installed to meet increased D.O. demand in aeration basins.

Filtration equipment and aeration diffusers were purchased by the Water Authority and installed by CCWA staff, and blowers for additional aeration were relocated from existing composting facility. Sub-contractors completed installation of below ground piping and main electrical service. The project was completed on time and under budget, and all equipment has been tested, placed in service and is functioning properly.

Project Manager:

- Clayton County Water Authority – Mike Buffington
- Clayton County Water Authority Construction Manager – Tony Ferrari

Construction Cost:

- CCWA Construction Cost Estimate \$ 1,200,000
- Final Construction Cost \$ 965,459

Funding: Construction of the project is funded by the Series 2001 Bond Issue.

Construction Projects Update: Chairman McQueen called on Mike Buffington, Project Manager, who discussed information shown in the Construction Projects Update January 2002, which is an overview of the Authority's capital improvement construction projects. Mr. Buffington stated that this report, giving an updated summary on each of the

Authority's capital improvement projects, would be included in the Board package each month. Chairman McQueen gave the Board information concerning the Authority planning a Board Work Session in order to give Board Members the opportunity to visit some of these construction sites.

CONSTRUCTION PROJECTS UPDATE
JANUARY 2002

Note: Includes work completed through December 20, 2001

ADDITIONS TO SHOAL CREEK WRF

Project Description:

Includes complete upgrade and expansion of plant from 2.2 MGD to 4.4 MGD to produce highly treated effluent for further polishing on constructed wetlands. Major components include raw waste pump station, coarse screens, fine screens, grit and grease removal, aeration basins, final clarifiers, UV disinfection, transfer pumping station to wetlands, sludge digestion and thickening, and chemical storage and feed system.

Project Status:

The project is several months ahead of schedule with completion projected for summer of 2002. All major concrete structures are complete and the contractor is installing equipment, piping, valves, electrical and controls. Work continues with no major problems or concerns.

Original Contract Amount: \$14,633,973

Revised Amount (Including Change Orders): \$14,497,973

Percent Complete: 69%

Percent Time Used: 51%

ADMINISTRATION BUILDING ADDITIONS

Project Description:

Includes three levels, approximately 10,000 sq. ft. addition to existing building and modifications to the lobby to address security concerns. Additional space will be provided for Administration, Human Resources, Information Technology, Engineering, GIS, Imaging and Program Management.

Project Status:

The project is slightly ahead of schedule with completion projected for late January to early February. The exterior of the building is complete and interior finish work continues. Site work and fine grading is complete. We will schedule cleaning and sealing of existing masonry, cleaning of windows and landscaping under separate contracts.

Original Contract Amount: \$1,257,500

Revised Amount (Including Change Orders): \$1,254,300

Percent Complete: 87%

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Percent Time Used: 79%

W. J. HOOPER IMPROVEMENTS – PHASE 1

Project Description:

Includes complete rehab of existing ten (10) filters including replacement of bottoms, media, valves and operating controls; and complete residuals handling facility for alum residuals including feed pumps, chemical feed system, two (2) belt press dewatering systems, storage facility and building to house dewatering equipment.

Project Status:

The project is ahead of schedule with the contractor projecting completion mid summer 2002. Rehab of the first five (5) filters will be complete and returned to service mid to late January. Exterior piping is complete and work continues on the residuals handling facility.

Original Contract Amount: \$3,886,000

Revised Amount (Including Change Orders): \$3,874,637

Percent Complete: 44%

Percent Time Used: 31%

INMAN ROAD CONSTRUCTED WETLANDS

Project Description:

Includes approximately 55 acres, water surface area, of constructed wetlands. Approximately 650,000 cu. yards of material will be moved to create 22 separate wetland cells. Cells include wetland plantings and water level control and outlet structures. Project also includes electrical building and effluent pump station. Effluent from the wetlands will be reclaimed and pumped to the Shoal Creek Reservoir for indirect reuse.

Project Status:

The project is on schedule with work continuing with site clearing and stump grubbing. Layout and site grading will start soon.

Original Contract Amount: \$4,919,741.80

Revised Amount (Including Change Orders): \$4,919,741.80

Percent Complete: 6%

Percent Time Used: 15%

Mountain View Sewer Extension Summary: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who gave the Board a summary of the completed Mountain View sewer extension project. Mr. Thomas gave an informational slide presentation and discussed the following information that was distributed to the Board. There was a general discussion concerning the feasibility of the Authority putting a policy in place requiring developers, who will benefit from a sewer

line extension paid for by the original developer and the Authority, to pay a certain percentage of the original sewer line extension cost in order to offset the Authority's investment.

MOUNTAIN VIEW SEWER EXTENSION SUMMARY

OVERVIEW

The CCWA Board approved our participation in the construction of a 4,570 foot sewer extension in the Mountain View area on Dec. 14, 2000. This extension serves a development by Seefried Properties and can provide sewer service for other vacant property in the area. The cost of this sewer line extension was initially estimated at \$240,000. CCWA agreed to share in 50% of the construction cost (excluding rock excavation) up to \$120,000. Seefried Properties and the Mountain View Redevelopment Authority will share in the remaining costs. We had a contractor perform seismic explorations to estimate the extent of rock excavation that might be required. Our estimate for rock excavation was \$57,000. This increased our initial rock excavation cost and the construction cost estimate to approximately \$260,000.

OVERCOMING OBSTACLES

In order to get sewer service to the Seefried Property as soon as possible (they had a contract to provide the building to a tenant in September, 2001), we utilized our annual sewer repair contractor to construct the project. The work was done based on the current contract with Tom Davidson at the specified hourly labor and equipment rates. Easements had to be obtained from 11 different property owners. All but one was obtained without condemnation. We reached agreement with the final out-of-state property holder during the condemnation process and are waiting on title issues to be cleared up before the easement documents are finalized.

Our original project schedule, which we shared with Seefried Properties, included conclusion of the project by the first of December. We were able to complete the project in early October through the work of several CCWA staff members and our contractor by aggressively pursuing the easements and getting the contractor to work on easements as they were obtained. Seefried Properties was able to avoid implementation of their back-up plan for temporary septic facilities if the construction had not been completed until December.

PROJECT COSTS

Construction and rock costs were less than our original estimates. Construction costs, including rock averaged just under \$54 per foot. The total project costs including engineering, easement acquisition and construction was \$312,261.74. The table on the following page includes the project cost and cost apportionment.

Item	Shared Cost	Item	Seefried-Only Costs
Contractor – materials, equipment and labor	\$212,050.34	Rock excavation by contractor	\$33,441.00
United consulting – rock exploration	\$8,500.00		
Appraisals (4)	\$2,000.00		
Blueprints (Busters)	\$86.40		
Legal Costs (Fincher & Hecht)	\$1,075.00		
CCWA Engineering costs	\$25,909.00		
Easement acquisition	\$21,120.00	Easement costs above appraisal value	\$8,080.00
(Actual Project Cost) TOTAL	\$270,740.74		\$41,521.00

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Cost Apportionment

CCWA: 50% of \$270,740.74 = \$135,370.37

Development Authority: 25% of \$270,740.74 = \$67,685.19

Seefried Properties: 25% of \$270,740.74 + Seefried only costs (\$41,521.00) = \$109,206.18

Swamp Creek Sewer Extension Summary: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who gave the Board a summary of the completed Swamp Creek sewer extension project. Mr. Thomas gave an informational slide presentation and discussed the following information that was distributed to the Board. There was discussion concerning this information.

SWAMP CREEK SEWER EXTENSION PROJECT SUMMARY

This project involved the installation of 1,306 linear feet of 8-inch gravity sewer to serve additional residential development. This sewer extension will also make sewer available to the existing Swamp Creek residential subdivision. Two bores were included in the design; one to prevent open-cut construction between two houses with large trees and the other to go under existing gas pipelines.

The Board authorized this project on December 7, 2000 with a 50/50 cost share between CCWA and Pat Gilley, the developer. Our initial cost estimate was \$120,000. Our construction cost estimate including materials was \$130,000 with labor representing approximately \$97,500 of that cost. The low bid for labor was \$94,019. Therefore, the revised total construction cost estimate was \$126,519. Other project costs included easement acquisition, bid advertisement and plan reproduction.

The bore between the two houses could not be completed because of rock, so trees had to be removed by a tree surgeon and the ditch open cut. This was satisfactory to the homeowners and reduced the total contractor cost for the job from \$94,019 to \$85,661.98. Six easements were obtained for this project at a cost \$5,933 plus \$1,135 for appraisals and legal fees. The total project costs are listed below. Actual construction costs averaged \$79 per foot. These costs were higher than normal because of the bore and the tree removal between the houses.

<u>Item</u>	<u>Cost</u>
Buster's Blueprints (plan reproduction)	\$48.60
News Daily (bid advertisement)	\$80.00
Construction materials and pipe	\$17,544.74
Contractor – Ronny D. Jones	\$85,661.98
Easement Acquisition	<u>\$7,068.00</u>
TOTAL COST	\$110,403.32
Total Cost to CCWA	\$55,201.66
Total Cost to Developer	\$55,201.66

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Watershed Assessment Task Order Summary: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who gave the Board a summary of the Watershed Assessment Task Order that was recently completed. Mr. Thomas gave an informational slide presentation showing on a map the location of the watershed assessment study area. Mr. Thomas discussed the following information that was distributed to the Board. There was discussion concerning this information.

WATERSHED ASSESSMENT TASK ORDER SUMMARY JANUARY 2002

The Georgia Environmental Protection Division required that the Water Authority conduct watershed assessments before final approval of any new expansions of our drinking water or wastewater facilities. The first of these watershed assessments for the Northeast WRF, Shoal Creek WRF, J.W. Smith and Shoal Creek reservoirs were started in November 1998, followed by assessments for the Blalock watershed in January 1999 and the Flint River watershed in June 1999. These assessments along with the Little Cotton Indian Creek watershed assessment funded by the County covered approximately 90% of the County.

Once the assessments of the watersheds and their respective streams were completed a watershed management plan for protecting these resources was developed. This Countywide plan was completed and adopted by the County Board of Commissioners in early 2001. The plan was approved by EPD on October 30, 2001 and will become a part of our new NPDES discharge permits. The management plan provides a framework for protecting our limited water resources while the County continues to grow and develop.

These projects included:

- Mapping watershed boundaries, land use and pollutant sources in each watershed;
- Collecting water quality samples at 51 sites;
- Fish sampling at 26 sites;
- Insect and stream habitat sampling at 29 sites;
- Modeling future impacts based on future land use;
- Public involvement in development of the plan; and
- Development of a Countywide management plan that addresses existing problem areas and new development.

Some funding in addition to the amount shown below was contributed by Clayton County, Henry County and the City of Stockbridge for the Little Cotton Indian Creek watershed and by Fayette County for the Flint River watershed.

Total Watershed Assessment & Management Plan Task Order Budgets	\$788,705
Total Expended	\$788,715

Frontage Road 12" Sanitary Sewer Line Relocation Bid: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who gave the Board information on the Frontage Road 12" sanitary sewer line relocation bids. Mr. Thomas gave an informational slide presentation showing on a map the present sewer line location and the proposed sewer line relocation. Mr. Thomas discussed the following information that was distributed to the Board. There was discussion concerning this information. Mr. Thomas recommended that the contract to provide

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labor and equipment, with the Authority providing materials, to do the Frontage Road sewer line relocation be awarded to the low bidder, Macba Sewer & Pipeline, Inc. There was discussion concerning the cause of the damage to this sewer line with Mr. Thomas answering questions and giving additional information.

FRONTAGE ROAD SEWER LINE RELOCATION

A current sewer line in a parking lot at the Rooms-To-Go Furniture store at the intersection of Frontage Road and Penney Road is failing and needs to be replaced. The existing line runs under a detention pond and is in danger of collapsing. This relocation would move the line from under the detention pond and replace the damaged line.

The project includes the installation of 558 feet of 12-inch gravity sewer and 234 feet of 6-inch gravity sewer to replace the connection to the existing furniture store. Also included are two manholes, three cleanouts and the plugging of the abandoned sewer and manholes.

CCWA Cost Estimate:	Labor	\$47,000.00
	Materials	<u>\$9,500.00</u>
	Total	\$56,500.00

Low Bid for Labor: **\$54,198.80**

The relatively small size of this project and difficult working conditions are factors which explain why the low bid exceeded CCWA estimates.

FRONTAGE ROAD SEWER LINE RELOCATION BID TAB SHEET DECEMBER 2001

VENDOR	BID
Ronny D. Jones Enterprises, Inc. 315 Millard Farmer Industrial Blvd. Newnan, GA 30263	\$66,555.17
Gary's Grading & Pipeline Co., Inc. 7434 Hwy 81 Monroe, GA 30656	\$73,815.00
Crawford Grading & Pipeline 1505 Dunlop Road Luthersville, GA 30251	\$84,260.00
Huff Grading & Pipeline Co., Inc. 117-B Commerce Drive Dallas, GA 30132	No Bid
Mid-South Builders, Inc. 7057 Maddox Road Lithonia, GA 30058	\$81,775.00
Macba Sewer & Pipeline, Inc. 117 Park West Drive McDonough, GA 30253	\$54,198.80

CCWA Staff recommends the contract for this sewer relocation be awarded to the low bidder – Macba Sewer & Pipeline, Inc. for \$54,198.80

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

RESOLVED: that the contract to provide labor and equipment, with the Authority providing materials, to do the Frontage Road sewer line relocation project be awarded to Macba Sewer & Pipeline, Inc. for the low bid amount of fifty four thousand one hundred ninety eight dollars and eighty cents (\$54,198.80), contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Rum Creek Easement Condemnations: Chairman McQueen called on Wade Brannan, General Manager, who discussed the following information that was distributed to the Board and gave an informational slide presentation showing on a map the location of the Rum Creek sewer outfall extension. Mr. Brannan stated that the Authority tried to obtain easements from two property owners whose property is located along the proposed sewer extension route, but has not been able to obtain these two easements. Mr. Brannan gave the Board information concerning the property owners and what action the Authority has taken in an effort to obtain these easements. Mr. Brannan stated that he is asking the Board to request that the Clayton County Commissioners authorize the condemnations of the two parcels of property needed for the Rum Creek / Reeves Drive sewer extension.

RUM CREEK / REEVES DRIVE SEWER EXTENSION EASEMENT CONDEMNATIONS

This project includes the extension of the Rum Creek sewer outfall with 3,306 feet of 8-inch gravity sewer. The construction route begins at an existing manhole located near the east side of Stockbridge Road at Rum Creek and ends at an existing manhole on the west side of Spur 138. A new subdivision planned for the east side of Spur 138 will include approximately 65 residential lots that will be tied into the CCWA sewer system. This line extension can also serve County owned property in the area and may eventually allow us to take two existing lift stations out of service. Fifty percent of this project (excluding rock) is being funded by CCWA and private developers are funding fifty percent.

In order to proceed with construction of this project it may be necessary to condemn two easements along the proposed route. There are no alternatives to adjusting the route to avoid these properties. We will continue to try and negotiate a settlement with the property owners as the condemnation process progresses.

Maps of the proposed easements will be presented at the Board meeting.

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

RESOLVED: that the Authority request the Clayton County Commissioners to authorize the condemnations of the two parcels of property needed for the Rum Creek / Reeves Drive sewer extension. Robbie Moore abstained from the vote.

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Chairman McQueen stated that he would entertain a motion for the Board to go into executive session to consult with legal counsel.

Upon Motion by Lloyd Joiner and seconded by Wes Greene 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.

Mr. Fincher and Mr. Brannan gave the Board information concerning a consent order from the Georgia Environmental Protection Division regarding hazardous material the Authority sent to M&J Solvents Company for disposal. Mr. Fincher requested that the Board consider authorizing the Chairman to execute the consent order and pay the initial assessment amount of four hundred dollars (\$400). There was a general discussion concerning this information.

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

RESOLVED: that the Chairman be authorized to execute the Georgia Environmental Protection Division M & J Solvents Company Consent Order on behalf of the Clayton County Water Authority paying the initial assessment amount of four hundred dollars (\$400).

There was additional discussion concerning the possibility of the Georgia Environmental Protection Division requesting additional money from the Authority.

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

RESOLVED: that the previous motion be amended to include authorization to pay the Georgia Environmental Protection Division a not to exceed amount of one thousand dollars (\$1,000) in regards to the M&J Solvents Company Consent Order.

Chairman McQueen discussed the Board scheduling a work session in the month of February.

Mr. Brannan gave the Board information concerning the American Water Works Association Water Sources Conference.

Mr. Brannan gave the Board information concerning two positions in the Maintenance & Construction Wastewater Call Center. Mr. Brannan stated that both of these positions perform the same job duties, but have different titles. Mr. Brannan stated that one position is titled Sewer Service Mechanic and the other is titled Customer

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Service Representative. Mr. Brannan stated that he is requesting the Board's authorization to upgrade the Sewer Service Mechanic position to Customer Service Representative.

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

RESOLVED: that the position of Sewer Service Mechanic in the Maintenance and Construction Wastewater Call Center be upgraded from Sewer Service Mechanic to Customer Service Representative.

Mr. Brannan discussed the information shown on the Authority's Employee Christmas Party Cost Comparison that was distributed to the Board. Mr. Brannan gave the Board information on improvements that he would like to implement for the Authority's 2002 Employee Christmas Party concerning accommodations, food and entertainment. Mr. Brannan stated that he would like the Board to authorize the Authority to proceed with reserving the Ballroom located at the Atlanta Motor Speedway in Hampton for the Authority's 2002 Employee Christmas Party.

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

RESOLVED: that the Authority is authorized to do whatever necessary to reserve the Ballroom located at the Atlanta Motor Speedway in Hampton for the Authority's 2002 Employee Christmas Party.

There was discussion concerning the status of the quote and flag painting on the Authority's water tanks with Mr. Brannan answering questions and giving information.

Upon Motion by Alan Horton 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.

Pete McQueen, Chairman

H. Lindy Rogers, Secretary/Treasurer