

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting August 2, 2001

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, 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, Information Services Supervisor, Rodney Crowell, Network Administrator, Chris Sims, Resource Center Coordinator, Andy Wells, Imaging Specialist, Wendy Watson, Distribution & Resource Coordinator, Jeff Brandon, Water Quality Supervisor, Eric Osborne, Microbiologist, Arden Stewart, Lab Analyst, Jennifer Flewellen, Accounting Supervisor, Renee' Dumas, Bookkeeper, Angie Bennett, Accounting Specialist, Cindy Patton, Bookkeeper, Kim Maryniak, Payroll Specialist, Beth Davenport, Watershed Management Coordinator, Kim Zimmerman and Receptionist/PBX Operator, Sylvia Thomison. Also present were: Steve Fincher, Fincher & Hecht, L.L.C., Rick Hirsekorn, of CH2M Hill, Todd Mason, of Jim Wood & Associates Public Relations, Marcia Bost, The Clayton Review and Visitors, Wes Agnew and David Strickland, representing Jonesboro First Baptist Church.

Chairman McQueen called on Sylvia Thomison, Receptionist/PBX Operator to give the invocation.

Chairman McQueen called for any omissions or additions to the minutes of the regular and executive board meeting on July 5, 2001, hearing none these minutes stand approved as presented.

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

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 and charts listed below which were distributed to Board Members. Projected FY 2002 Budgeted Operating Revenues vs. Actual Operating Revenues Through June, Budgeted Operating Expenses vs. Actual

Operating Expenses Through June, Actual Operating Revenues vs. Operating Expenses Actual Through June, and an informational chart titled Projected FY 2002 Revenues vs.

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Expenses by Month Actual Through June. There was discussion concerning this information.

Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, to discuss the information shown on the Leak Detection Report for the month of July that was distributed to Board Members. Mr. Etheridge stated that in the month of July the Authority's Leak Detection Section found and repaired four (4) leaks. Mr. Etheridge stated that this makes a total of seventy-six (76) leaks that were found and repaired this year, which have a possible value of one million seven hundred sixty four thousand one hundred eighty dollars (\$1,764,180) in unaccounted water loss to the Authority. Mr. Etheridge gave the Board information concerning the purchase of additional equipment for the leak detection section. Mr. Etheridge stated that this new equipment is used at night to detect leaks. Mr. Etheridge stated that on Monday morning the Authority will join Boston, Massachusetts as one of the first two Water Systems in the world to put into place a digital correlation leak detection system. There was discussion with questions concerning this information.

Government Financial Officers Association Award (GFOA): Chairman McQueen called on Wade Brannan, General Manager, who presented Mr. Conort and the accounting staff with the Government Financial Officers Association Certificate of Achievement for Excellence in Financial Reporting. Mr. Brannan stated that the Certificate of Achievement for Excellence in Financial Reporting is the highest form of recognition in the area of financial reporting presented by the Government Finance Officers Association of the United States. Mr. Brannan stated that this is the fourteenth consecutive Certificate of Achievement for Excellence in Financial Reporting that Mr. Conort and his accounting staff have earned. Mr. Conort stated that he would like to thank his employees for their hard work and dedication, which was instrumental in winning this award. Mr. McQueen stated that on behalf of the Board he would like to express his appreciation to each of the employees in the accounting section for their expertise and dedication to the Authority.

Water Lab Quality Assurance Award: Chairman McQueen called on Guy Pihera, Manager of Water Production, who introduced Eric Osborne, Arden Stewart and Jennifer Flewellen and stated that these employees work in the Authority's Water Quality Lab. Mr. Pihera stated that these employees were honored again this year and received recognition for earning the Georgia Water and Pollution Control Association (GW&PCA) Water Quality Assurance Lab Award. Mr. Pihera stated that earning this award assures the Authority and its customers that the three thousand (3,000) tests that

they conduct each year from over four hundred (400) different test sites and sample points are of the highest quality and 100% accurate. Mr. Pihera stated that this award is only given to one large and one small water quality lab each year. Mr. Pihera stated that this is the fourth time out of six years that the Authority's Water Lab has earned this award. Mr. Pihera stated that he would like to thank these employees for their dedication

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and their excellent work ethics. Mr. McQueen stated that on behalf of the Board he would like to congratulate these employees for earning this award.

Mr. Pihera updated the Board on the status of the Authority's water production and raw water storage. Mr. Pihera stated that the Authority's reservoirs are slightly below full. Mr. Pihera stated that at this time the Authority is able to withdraw water from the Flint River due to the rise in the water level. Mr. Pihera stated that the finished water demand is approximately the same as it was at this time last summer. Mr. Pihera stated that at this time the Authority is not purchasing any water from the City of Atlanta. Mr. Pihera stated that the Authority's raw water storage continues to be in very good condition.

Jonesboro First Baptist Church Fire Line Meter Request: Chairman McQueen called on Wade Brannan, General Manager, who introduced Wes Agnew, Business Administrator of Jonesboro First Baptist Church. Mr. Agnew stated that First Baptist Church recently broke ground to construct a new recreational building. Mr. Agnew stated that he would like to propose a waiver concerning the Authority's required fire line meter. Mr. Agnew introduced David Strickland, Head Architect for the First Baptist Church construction project. Mr. Strickland distributed copies of drawings showing the proposed fire line connection for the First Baptist Church construction project. Mr. Strickland stated that the double check valve with a ¾" bypass detector meter shown is not the meter that our subcontractor found out later was required by the Authority to be installed on fire line connections. Mr. Strickland stated that he thinks that any water going through the system would be detected on the smaller meter that has already been approved in the construction plans. Mr. Strickland stated that the additional construction cost to First Baptist Church would be approximately twelve thousand dollars (\$12,000) to install the required larger meter and vault that would be needed to house this meter. Mr. Strickland stated that on behalf of First Baptist Church that he is requesting that the Authority waive the requirement that a larger meter be installed on the fire line connection. Mr. McQueen stated that the Board would take this request under consideration and after the Board makes their decision First Baptist Church would be contacted and given information concerning this decision. There was discussion concerning this information.

Groundwater Well Proposal: Chairman McQueen called on Guy Pihera, Manager of Water Production, who gave an informational slide presentation on the status of the

Authority's groundwater well program and information on how other County Water Systems use groundwater wells to supplement their raw water supply. Mr. Pihera discussed the following information that was distributed to Board Members concerning the Authority's Groundwater Proposal to Develop 1.0 MGD of Well Capacity. Mr. Pihera asked the Board to approve spending up to five hundred fourteen thousand nine hundred dollars (\$514,900) to develop a 1.0 MGD groundwater well supply over the next nine months of this fiscal year. Mr. Pihera stated that even though the money for this

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project was not set aside in this year's budget there is enough money in the budget to support this program for the rest of the year. Mr. Pihera stated that he would bring information back to the Board if any additional major expenses should be encountered in connection with this project. There was discussion concerning this information with questions. Mr. Pihera and Mr. Brannan answered questions and gave additional information.

#### **GROUNDWATER PROPOSAL TO DEVELOP 1.0 MGD OF WELL CAPACITY**

##### **Process Steps for developing four ¼ MGD production wells:**

1. Geologists identify sites for test wells
2. Eight 6" test wells would be drilled to 600' and flow tested (50% success expected for finding suitable flow and quality)
3. Four successfully tested wells would be reamed to 8"
4. Aquifer tests would be performed on the reamed wells for equipment sizing
5. Supply pumping equipment and power

This includes all costs required to explore, drill, test and to provide pumps and power. This water would be suitable to supplement raw supply from reservoir.

**Total development costs for Raw Supply Well (1mgd of raw water to plant site) = \$290,900.**

Wells may be located at a site remote from plants, treated at the wellhead and piped directly into distribution system at an additional cost of \$224,000 to include:

- Chemical treatment facilities
- Pipeline cost (¼ mile per well)

**Capital costs from ground (\$290,900) plus the additional cost of (\$224,000) = Total development costs for Finished Supply Well (drinking water quality) = \$514,900.**

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#### **WELL PRODUCTION/PURCHASE COMPARISON**

450 Million Gallons are purchased per year in a drought year

Cost to Purchase =

\$1.34 (City of Atlanta)

\$2.55 (DeKalb County)

On average in a year of heavy purchasing we will purchase 4:1 ratio from (Atlanta - DeKalb) resulting in an average cost to purchase = \$1.582 per 1000 gallons

**CCWA Cost of Production = \$0.528 per 1000 gallons**

**Cost Difference (purchase over production) = \$1.054 per 1000 gallons (\$1054 per MG).**

In a drought year we will purchase 150 days per year. Operating wells at 1.0 MGD for each of these 150 days will supply 150 MG. This will allow 150 MG less purchasing resulting in an annual savings of \$158,100. Return on investment depends on the type of well.

- **2 Drought Year Return on Capital Investment for Raw Supply Well**
- **3¼ Drought Year Return on Capital Investment for Finished Supply Well**

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

RESOLVED: to approve up to five hundred fourteen thousand nine hundred dollars (\$514,900) to develop a 1.0 MGD groundwater well supply.

Mr. Pihera introduced Jeff Brandon, and stated that Mr. Brandon is the Distribution/Resource Coordinator in the Water Production Department and will be the lead person to oversee the development of the groundwater well project for the Authority.

TOC Analyzer Bid: Chairman McQueen called on Guy Pihera, Manager of Water Production, who stated that the Authority advertised and received bids for a TOC Analyzer for the Authority's water lab. Mr. Pihera stated that the bid submitted by OI Analytical did not meet specifications. Mr. Pihera stated that it is his recommendation that the low bid that met specifications from Tekmar-Dohrmann for the base bid plus option 2 including a discount for purchasing option 2 for a total bid of eighteen thousand four hundred fifty five dollars (\$18,455) be accepted.

**Clayton County Water Authority  
TOC Analyzer  
Bid Tabulation Sheet  
July 2001**

<b>BIDDER</b>	<b>Base Bid</b>	<b>Option 1 AutoSampler</b>	<b>Option 2 Personal Computer</b>	<b>Total Base Bid &amp; Options 1 &amp; 2</b>
<b>Tekmar-Dohrmann</b> 4736 Socialville-Foster's Road Mason, OH 45040	\$17,430.00	\$5,770.00	\$1,970.00	\$24,225.00**
<b>Shimadzu Scientific Instruments, Inc.</b> 7102 Riverwood Drive Columbia, MD 21046	Alternate #1 \$19,235.20 Alternate #2 \$17,804.65	Alternate #1 \$5,200.00 Alternate #2 \$5,200.00	Alternate #1 \$2,089.00 Alternate #2 \$2,089.00	Alternate #1 \$26,524.20 Alternate #2 \$25,093.65*

<b>OI Analytical</b> P.O. Box 9010 College Station, TX 77842	Alternate #1 \$21,000.00	Alternate #1 Included	Alternate #1 \$1,551.00	Alternate #1 \$22,551.00*
	Alternate #2 \$17,571.00	Alternate #2 \$5,303.00	Alternate #2 \$1,551.00	Alternate #2 \$24,425.00*

\*Bid does not meet specifications. \*\*Total reflects a discount of \$945.00 if purchase base equipment with Option #2. **RECOMMENDATION:** Accept base bid plus Option 2 (personal computer) from Tekmar-Dohrmann for a total of \$18,455.00 (\$22,000 was budgeted for this instrument).

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

**RESOLVED:** that the recommendation be approved to accept the low bid that met specifications from Tekmar-Dohrmann for the base bid plus option 2 for a total bid of eighteen thousand four hundred fifty five dollars (\$18,455).

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Riverdale Lift Station Bids: Chairman McQueen called on, Richard Calhoun, Manager of General Services, who stated that when the Authority acquired the City of Riverdale Water and Wastewater Systems it was understood that the Authority would need to upgrade the Riverdale lift station. Mr. Calhoun gave an informational slide presentation showing a comparison between the old Riverdale lift station and how the new upgraded lift station will look. Mr. Calhoun stated that the old Riverdale lift station is now underground and that the new lift station will be contained in a housing that will be above ground. Mr. Calhoun stated that the Authority advertised and received bids for the Riverdale lift station equipment, installation of the lift station equipment and stand by generator for the lift station. Mr. Calhoun stated that it is his recommendation that the low bid from Templeton & Associates be accepted for the lift station equipment. Mr. Calhoun stated that it is his recommendation that the low bid from Macba Sewer & Pipeline Company be approved to install the Riverdale lift station. Mr. Calhoun stated that it is also his recommendation that the standby generator for the Riverdale lift station be purchased from Templeton & Associates. Mr. Calhoun stated that this generator meets or exceeds our lift station standby generator specifications. Mr. Calhoun stated that Authority personnel would install this generator. Mr. Calhoun discussed the following information that was distributed to Board Members and stated that the total cost of everything associated with the new Riverdale lift station is ninety nine thousand nine hundred eighteen dollars (\$99,918). Mr. Calhoun stated that this cost is not budgeted but there are funds available in budget unit 101 contingency funds to pay the cost of the Riverdale lift station. There was discussion concerning this information and that the Board was aware that the Riverdale lift station would have to be upgraded at the time the Authority purchased the Riverdale system.

**TOTAL COST TO REPLACE THE RIVERDALE LIFT STATION**

Lift Station

\$34,757.00

Installation of the Lift Station	\$13,870.00
Stand by generator	\$46,341.00
Installation of generator (Estimated)	\$ 2,000.00
Automatic alarm and dialer	\$ 1,950.00
Landscaping (Estimated)	\$ 1,000.00
<b>Total</b>	<b>\$99,918.00</b>

Clayton County Water Authority  
Riverdale Lift Station Equipment  
Bid Tabulation Sheet  
**July 2001**

BIDDER	TOTAL BID
<b>Templeton &amp; Associates</b> 3585 Lawrenceville Suwanee Road Suite 201 Suwanee, GA 30024	<b>\$34,757.00</b>

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<b>Southern Sales, Inc.</b> 2929 Kraft Drive Nashville, TN 37204	No Bid
<b>Jim House &amp; Associates</b> 24312 Highway 98 Fairhope, AL 36532	\$39,798.00
<b>Emory Wilson</b> 4110 Sheraton Court Greensboro, NC 27410	\$36,180.00
<b>Hertz Company</b> 2301 Burntwood Drive Kennesaw, GA 30152	\$41,039.00

Recommend we purchase the Riverdale Lift Station from Templeton and Associates. They meet or exceed all of our lift station specifications.

Clayton County Water Authority  
Riverdale Lift Station Installation  
Bid Tabulation Sheet  
**July 2001**

BIDDER	TOTAL BID
<b>Gary's Grading &amp; Pipeline Co., Inc.</b> 7434 Highway 81 Monroe, GA 30656	No Bid

<b>Macba Sewer &amp; Pipeline</b> 117 Park West McDonough, GA 30253	\$13,870.00
<b>Tom Davidson &amp; Sons</b> 79 School Road Sunnyside, GA 30284	\$26,000.00

Recommend that Macba Sewer & Pipeline Company be approved to install the Riverdale lift station. This company has performed satisfactorily in the past on similar jobs.

Clayton County Water Authority  
Riverdale Lift Station Stand By Generator  
Bid Tabulation Sheet  
**July 2001**

BIDDER	TOTAL BID
<b>Templeton &amp; Associates</b> 3585 Lawrenceville Suwanee Road Suite 201 Suwanee, GA 30024	\$46,341.00
<b>Jim House &amp; Associates</b> 24312 Highway 98 Fairhope, AL 36532	\$66,788.00

Recommend the standby generator for the Riverdale Lift station be purchased from Templeton & Associates. This generator meets or exceeds our lift station standby generator specifications. CCWA personnel will install this generator.

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

**RESOLVED:** to approve the recommendation that the low bid of thirty four thousand seven hundred fifty seven dollars (\$34,757) be accepted from Templeton & Associates for the purchase of the Riverdale lift station equipment, to approve the recommendation that the low bid of thirteen thousand eight hundred seventy dollars (\$13,870) from Macba Sewer & Pipeline Company be approved for the installation of the Riverdale lift station, contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents and to approve the recommendation to accept the low bid of forty six thousand three hundred forty one dollars (\$46,341) from Templeton & Associates for the purchase of the standby generator to be installed at the Riverdale lift station by Authority personnel.

Televising Truck Bids: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who stated that the Authority advertised and received bids for a sewer televising truck. Mr. Thomas stated that the sewer televising truck would be used to inspect new construction of sewer lines and inspect existing sewer lines for maintenance problems. Mr. Thomas stated that the sewer televising truck would contain highly technical equipment. Mr. Thomas stated that Cues, Inc submitted the

lowest qualified bid. Mr. Thomas stated that Cues, Inc. offers the best options of both equipment and service. Mr. Thomas stated that after checking Cues, Inc references and the equipment for maintenance quality and service issues that it is his opinion that Cues, Inc. is the lowest qualified bidder. Mr. Thomas gave the Board additional information concerning Cues, Inc. references, the quality of their equipment and their ability to provide service for this equipment. Mr. Thomas stated that one hundred twenty five thousand dollars (\$125,000) was budgeted for this equipment.

Clayton County Water Authority  
Sewer Televising Truck  
Bid Tabulation Sheet  
**July 2001**

BIDDER	Base Bid	Make/Model	Option #1	Option #2	Total Bid
<b>Cues, Inc.</b> 3600 Rio Vista Avenue Orlando, FL 32805	\$108,400.00	Truck: Ford E-450 Equipment: Cues	\$1,950.00	\$3,745.00	<b>\$114,095.00</b>
<b>Cobra Technologies</b> 4806 Wright Drive, Building C Smyrna, GA 30082	\$111,720.00	Cobra Mainline 2001	\$3,500.00	\$7,600.00	\$122,820.00
<b>Aries Industries</b> 1441 SW 10 <sup>th</sup> Avenue Suite #202 Pompano Beach, FL 33069	\$99,876.00	Aries Hi-Cube TV Inspection System	\$1,800.00	No Charge	\$101,676.00
<b>Pearpoint, Inc.</b> 72055 Corporate Way Thousand Plains, CA 92276	No Bid				

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Adams Equipment Co., Inc. 1431 Lanier Road White Plains, GA 30678	No Bid				
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Upon Motion by Robbie Moore and seconded by Lindy Rogers it was unanimously

**RESOLVED:** to approve the recommendation to accept the lowest qualified bid from Cues, Inc. for the purchase of a Sewer Televising Ford E-450 Truck for the total bid price including option #1 and #2 of one hundred fourteen thousand ninety five dollars (\$114,095).

Watershed Program Report and Task Order Recommendation: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who brought the Board up to date on the status of the Authority's watershed assessment work and presented two task orders for the Board's consideration. Mr. Thomas gave an informational slide presentation on the Authority's Watershed Program, Jester's Creek Stream Restoration Plan Phase II and Preliminary Stream Restoration Plan for Selected

Streams. Mr. Thomas stated that the first task order that he would like to present for the Board's consideration is Task Order RE-02-04 for the Jester's Creek Stream Restoration Plan Phase II, which will develop the conceptual design plan to make improvements to the physical conditions and habitat of Jester's Creek. Mr. Thomas discussed the following information that was distributed to Board Members. There was discussion with questions concerning this information. Mr. Thomas answered questions and gave additional information.

**TASK ORDER RE-02-04  
JESTER'S CREEK STREAM RESTORATION PLAN  
PHASE II CONCEPTUAL DESIGN**

This Task Order is part of CCWA's implementation of the watershed management plan. The watershed management plan addresses preventing impacts to our streams from new development and also improving conditions in streams that are already impacted. This task order addresses an impacted area through the development of plans for restoring the physical conditions and habitat of Jester's Creek, which has been significantly impacted by dense residential and commercial development in the past. In order to bring the stream back into compliance with State water quality and biological standards, plans will be developed to restore more natural, sustainable conditions to the stream. This work will build on similar work being done by the Atlanta Airport in the upper Flint River basin and some initial stream reconnaissance work done on Jester's Creek as part of that work. Specific work will include hydrologic (flooding) studies of Jester's Creek to evaluate flood frequencies, identification of specific areas for restoration and development of conceptual designs for physical improvements to the stream (see attached drawing for example).

**Project Managers:**

- CH2M Hill – Phil Sacco
- Clayton County Water Authority – Mike Thomas

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**Task Order Budget Proposal:**    \$238,252

**Funding:** A portion of CCWA's water and sewer revenues are set-aside in the R&E fund specifically for watershed management activities.

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

**RESOLVED:** to approve Task Order RE-02-04 for Jester's Creek Stream Restoration Plane – Conceptual Design in the amount of two hundred thirty eight thousand two hundred fifty two dollars (\$238,252).

Mr. Thomas stated that the second task order that he would like to present for the Board's consideration is Task Order RE-02-05 for the Preliminary Stream Restoration Plan for Selected Streams. Mr. Thomas stated that the purpose of this task order would be to identify other impacted streams that would benefit from restoration. Mr. Thomas discussed the following information that was distributed to Board Members. There was

discussion with questions concerning this information. Mr. Thomas answered questions and gave additional information.

**TASK ORDER RE-02-05  
PRELIMINARY STREAM RESTORATION PLAN FOR SELECTED STREAMS**

This Task Order is part of CCWA's implementation of the watershed management plan. The watershed management plan addresses preventing impacts to our streams from new development and also improving conditions in streams that are already impacted. Mitigation work for the Atlanta Airport Expansion and other task orders are addressing the most impacted streams in the County – the upper Flint and Jester's Creek. This task order will identify other impacted streams that would benefit from restoration of physical conditions and habitat. Each of the selected streams listed below will be walked and their physical condition categorized. The final report will include this data along with digital photos of selected stream reaches and recommendations for stream segments where restoration would be beneficial.

Selected stream reaches to be evaluated (map is attached):

- Flint River from Upper Riverdale Road to Camp Creek
- Big Cotton Indian Creek from Hwy 42 to Panther Creek
- Panther Creek from Spring Lake to Big Cotton Indian Creek
- Reeves Creek from Southlake Parkway to the County line
- Swamp Creek from Jonesboro to the Flint River
- Wallis Creek from Owens Pond to the Flint River
- Hurricane Creek from Flicker Road to the Flint River

**Project Managers:**

- CH2M Hill – Phil Sacco
- Clayton County Water Authority – Mike Thomas

**Task Order Budget Proposal:** \$98,697

**Funding:** A portion of CCWA's water and sewer revenues are set aside in the R&E fund specifically for watershed management activities.

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

**RESOLVED:** to approve Task Order RE-02-05 Preliminary Stream Restoration Plan for Selected Streams in the amount of ninety eight thousand six hundred ninety seven dollars (\$98,697).

Electrical Duct Bank Bid for Northeast WRF: Chairman McQueen called on Mike Buffington, Project Manager, who stated that the Authority advertised and received bids to furnish and install the Electrical Service for the new filters at the Northeast WRF. Mr. Buffington stated that the effluent filters main electrical service is part of the overall improvements to the Northeast WRF. Mr. Buffington gave an informational slide presentation on the improvements to the Northeast WRF. Mr. Buffington discussed the following bid information that was distributed to Board Members. Mr. Buffington stated

that it is his recommendation that the contract to furnish and install the electrical service for the new filters at the Northeast WRF be awarded to the low bidder Metropower, Inc. There was discussion concerning this information.

**IMPROVEMENTS TO NORTHEAST WRF  
EFFLUENT FILTERS  
MAIN ELECTRICAL SERVICE**

New effluent filters will be added to the existing 6.0 MGD Northeast WRF to improve wastewater treatment operations and to insure compliance with a lower discharge limit for total phosphorus. A Contract was awarded to Schreiber Corporation at the July board meeting to furnish the modular effluent filters. Filter installation will be by CCWA forces and the equipment supplier.

Electrical service to supply the filters will be connected at the existing compost building and will include 300 amp. breaker, concrete encased duct bank to new effluent filters, conduit and wiring as specified in documents prepared by CCWA.

**Project Manager:**

Clayton County Water Authority – Mike Buffington

**Bid Opening:**

Bids to furnish and install the Main Electrical Service were received and opened at 2:00 PM, Local Time, July 24, 2001. The following bids were received:

- Metropower, Inc.  
Norcross, Georgia **\$ 60,416.00**
  
- Spectrol, Inc.  
Snellville, Georgia \$ 80,000.00

**Estimate:**

CCWA Construction Cost Estimate \$ 65,000.00

**Recommendation of Award:**

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CCWA staff recommend award of a construction contract to the low bidder, Metropower, Inc. for the low bid amount of **\$ 60,416.00**.

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

Upon Motion by Robbie Moore and seconded by Lloyd Joiner it was unanimously

**RESOLVED:** to approve the recommendation that the contract to furnish and install the Electrical Service for the new filters at the Northeast WRF be awarded to Metropower, Inc. for the low bid price of sixty thousand four hundred sixteen dollars (\$60,416), contingent upon approval of bonds and insurance as required by the

specifications and to authorize the General Manager to sign the contract documents contract.

Construction Progress Update: Chairman McQueen called on Mike Buffington, Project Manager, who stated that the Authority is in the process of transitioning several projects from planning and designing to construction. Mr. Buffington stated that the Authority recently started construction on the first CH2M Hill designed project. Mr. Buffington stated that the Authority would have additional projects under construction by this fall. Mr. Buffington stated that there are two projects that have been under construction for some time and that he would like to give the Board a construction progress update on these two projects. Mr. Buffington gave the Board an informational slide presentation on the construction progress of the Shoal Creek WRF expansion and the Administration Office Complex. Mr. Buffington offered to take any Board Members, who would like to go, to visit the Shoal Creek WRF construction site. Mr. Brannan gave the Board information on the status of the permit for the Authority's Inman Road Constructed Wetlands. Mr. Brannan stated that at this time the Authority does not have this permit but that the Authority is in the process of obtaining this permit. There was discussion concerning this information with questions. Mr. Buffington and Mr. Brannan answered questions and gave additional information.

Policy for Participation in Sewer Improvements: Chairman McQueen called on Steve Fincher, Attorney for the Board, who stated that at the last board meeting he expressed his concern with the Authority's continued practice of making decisions on how the Authority would participate in capital improvement projects on behalf of private individuals without some articulated standards to be used in making these decisions. Mr. Fincher stated that per the Board's instructions that he prepared a proposed policy concerning this issue. Mr. Fincher discussed the following information titled Policy for CCWA Participation in Expansion of System Improvements at the Request of Private Owners of Property. There was discussion concerning this issue and the recommended proposed Policy. Mr. McQueen recommended that the Board take this proposed Policy under consideration and discuss this proposed Policy at the next board meeting.

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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.

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## 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.

Under normal circumstances, the CCWA will assist in the acquisition of a right of way if it is demonstrated that:

1. The most unobtrusive route has been selected; and
2. The Private Owner has 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
3. The Private Owner has made adequate assurances to the CCWA that he can, and will, reimburse the CCWA for all expenses associated with the acquisition, including actual right of way expenses, appraiser and attorney fees, and other miscellaneous expenses.

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, the CCWA may participate in the 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. 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.

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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 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; and
- D). The CCWA shall not participate financially in system expansion for the sole benefit of a Private Owner.

Codification of Policies Recommendation: Chairman McQueen called on Wade Brannan, General Manager, who stated that at the last board meeting the issue of codification of the Authority's policies was discussed. Mr. Brannan stated that he met with a representative from a company that does codification of policies. Mr. Brannan stated that this representative looked at the Authority's board minute books of which there are thirteen. Mr. Brannan stated that there are Board adopted policies in these minute books that have never been indexed. Mr. Brannan stated that this codification of policies would prevent the Board from adopting policies that might already exist. Mr. Brannan stated that this company would take the Authority's minutes and go through and pull out the policies that are in these minutes and index them. Mr. Brannan stated that this company has all levels of personnel including attorneys who are trained to do this indexing and codification of policies. Mr. Brannan stated that this indexing and codification would take approximately one year depending on the level of difficulty. Mr. Brannan stated that the estimated cost for this work was twelve thousand dollars (\$12,000) but that this company was in the process of preparing a cost for the Authority. Mr. Brannan stated that he is asking for the Board to authorize him to engage this company to do the indexing and codification of the Authority's policies. There was discussion concerning this information and the qualifications of this company.

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

RESOLVED: to authorize Mr. Brannan, General Manager, to engage this company to do the indexing and codification of the Authority's policies with a not to exceed cost of twelve thousand dollars (\$12,000).

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Brenston Place Easement Request: Chairman McQueen called on Wade Brannan, General Manager, who stated that he received a request for the Authority to abandon a portion of a sanitary sewer easement located in Brenston Place Subdivision. Mr.

Brannan stated that the developer had built a house inside the easement. Mr. Brannan stated that at the request of the Authority the contractor relocated the sanitary sewer line and easement. Mr. Brannan stated that when the Brenston Place Subdivision plat was recorded in Plat Book 31, Page 96 the sewer line easement across lot 15 was shown in its original location. Mr. Brannan stated that he is asking the Board to approve abandoning the old easement on this lot and request that the Board of Commissioners also approve abandonment of this sewer line easement.

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

RESOLVED: to approve the Authority abandoning the old easement on this lot and request that the Board of Commissioners also approve abandonment of this sewer line easement in Plat Book 31, Page 96 on Lot 15 in Brenston Place Subdivision and that the Chairman be authorized to sign the quick claim deed and any other necessary documents. This motion passed with Robbie Moore abstaining from the vote due to his association with Brenston Place Subdivision.

Healthcare, Inc. Recommendation: Mr. Brannan stated that the bids for the Authority's Employee Health Insurance would open on August 13, 2001. Mr. Brannan stated that after this date there would need to be a called meeting in order for the Board to go over a summary of the bid information. Mr. Brannan stated that at this called meeting the Board would also be given information on the County Health Insurance Program including cost. Mr. McQueen stated that the called meeting would be on Monday, August 20, 2001 at 12:00 noon.

Mr. Brannan stated that on July 1, 2001 the legislation was effective allowing the Authority to change the notification time from three (3) days to 24 hours for Called Board Meetings.

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

Upon Motion by Lindy Rogers and seconded by Marie Barber 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. McQueen discussed the information in the Authority's 2001 Season Deer Management Policies that was distributed to Board Members. Mr. McQueen introduced Jep Palmer, Recreation Area Coordinator in the Land Management Department. Mr. McQueen stated that Mr. Palmer does an excellent job in assisting Mr. Hammock, Manager of Land Management, in organizing the Authority's deer hunts and working with the deer hunters. There was discussion concerning the Authority's deer hunt with questions. Mr. Hammock and Mr. Palmer answered questions and gave additional information. Mr. Hammock stated that he appreciates the support that the Board gives to the Authority's deer hunt. Mr. Hammock stated that the Authority's deer hunt would not be as successful as it is without the support from the Board and the help that he receives from Mr. Palmer and other Authority employees.

Mr. McQueen stated that there is a terminated Authority employee who has requested a Board hearing appeal. Mr. McQueen stated that the Board could choose to appoint a hearing officer to hear the appeal or the full Board could choose to hear this appeal. Mr. Fincher stated that it is his recommendation that the Board appoint a hearing officer to hear the appeal. Mr. Fincher gave the Board information on how the hearing would be conducted. There was discussion concerning this information. It was the Board's decision that Mr. McQueen and Mr. Fincher would retain the services of an Attorney to serve as Hearing Officer to hear the appeal of the terminated employee.

Mr. Brannan stated that the Battered Women's Shelter on Battle Creek Road would be required to install a fire line meter to serve their sprinkler system. Mr. Brannan stated that the cost to install this fire line meter would be approximately two thousand five hundred dollars (\$2,500). Mr. Brannan stated that this Battered Women's Shelter is a non-profit organization that provides a community service to the County. Mr. Brannan stated that the Board approved the Authority paying half of the cost of fire line meter materials and installation for the county school board and local governmental entities. Mr. Brannan stated that he would like to request that the Board consider providing to the Battered Women's Shelter the same agreement that the Authority provides to other county governmental entities. There was discussion concerning this information and that the Battered Women's Shelter is a non-profit organization.

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

**RESOLVED:** that the Authority will pay all of the cost associated with fire line meter installation for any county funded non-profit organization such as the Battered Women's Shelter.

Mr. McQueen called for additional discussion concerning the request from Jonesboro First Baptist Church that they not be required to install a fire line meter. Mr. Brannan stated that the installation of fire line meters is required by the Authority in

order to detect water theft or water leak losses through fire lines. There was discussion concerning if the device that Jonesboro First Baptist Church has requested that the Authority allow them to use, instead of the required fire line meter, would be as effective in detecting water loss or usage as the Authority's required fire line meter. There was discussion concerning the reasons why the Board made the decision to require fire line meters. Mr. Brannan stated that with the Board's permission that he would consult with Authority personnel and fire line meter vendors to determine if there is a way to detect water flow through a fire line using a different device or a smaller fire line meter that will offer the Authority the same level of detection of water theft or loss. Mr. Brannan stated that he would then bring this information back to the Board along with any recommended changes that he might have to the Authority's present fire line meter requirement.

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

**RESOLVED:** to authorize Mr. Brannan, General Manager, after consulting with Authority staff and fire line meter vendors, to determine if the Authority would receive the same level of detection from fire line water usage by allowing the installation of smaller less expensive fire line meters and bring a recommendation back to the Board. Mr. Brannan will then make a determination on what is best for the Authority in regards to the fire line meter request from Jonesboro First Baptist Church and that he will then inform Jonesboro First Baptist Church of this decision.

Mr. Brannan stated that he would like to give the Board information concerning the Senior Citizen Complex that the City of Forest Park is in the process of having built. Mr. Brannan stated that the cost to extend a water line in order to provide the necessary volume of water to this Complex would be split 50/50 between the Authority and the City of Forest Park. Mr. Brannan stated that the Authority's half of this cost would be approximately sixteen thousand dollars (\$16,000).

Mr. Brannan stated that he would like to give the Board information concerning the 30 acres adjacent to the Authority's W.J. Hooper WPP. Mr. Brannan stated that the Authority purchased these 30 acres as part of the solids handling improvements at the W.J. Hooper WPP. Mr. Brannan stated that before the Authority starts grading work on this property for a road and to prepare the property for alum sludge storage some of the timber on the property needs to be cleared. Mr. Brannan stated that it is his recommendation that the Authority advertise for bids to have a logging company do selective clearing of the timber on these 30 acres. Mr. Brannan stated that this would help the Authority dispose of the unneeded timber and receive some revenue from the timber. The Board agreed that Mr. Brannan should proceed with getting bids to have a logging company do selective clearing of the timber that is on these 30 acres.

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Mr. Brannan stated that the industrial waste that is coming into the Authority's Northeast WRF is causing problems with the water reclamation treatment cycle at this facility. Mr. Brannan stated that the upgrades the Authority is now in the process of designing at the water reclamation facilities would make these facilities more sensitive to industrial waste. Mr. Brannan stated that the Authority needs a way to monitor what types of industrial wastes are being discharged into the Authority's sewer system. Mr. Brannan stated that at this time there are three (3) industries that need to be monitored. Mr. Brannan stated the devices that the Authority needs to monitor industrial discharge are mounted into the manholes coming from each of these industries. Mr. Brannan stated that the cost of each of these devices is approximately twenty thousand dollars (\$20,000). It will take four (4) of these devices to cover these three (3) industries. Mr. Brannan stated that any new industries that come into the county would be required by the Authority to install these devices, at their expense, as part of their development process. There was discussion concerning this information.

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

RESOLVED: to authorize Mr. Brannan, General Manager, to proceed with the purchase and installation of these devices.

Mr. Brannan stated that the new position for a Grease Program Inspector was discussed with the Board during the Authority's budget process. Mr. Brannan stated that this position was created as part of the Authority's new grease program. Mr. Brannan stated that the person in this position will be inspecting restaurant grease traps and educating the public on how to deal with grease in their homes. Mr. Brannan stated that the Grease Program Inspector position would require the purchase of a truck, computer and radio at a total cost of approximately twenty thousand dollars (\$20,000).

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

RESOLVED: to authorize up to twenty five thousand dollars (\$25,000) for the purchase of a truck, computer and radio for the new Grease Program Inspector.

Mr. Brannan stated that he has received several requests from fishermen asking to be allowed to put fishing boats with gas motors attached into the Authority's Blalock and J.W. Smith Reservoirs. Mr. Brannan stated that at this time the Authority restricts boats with gas motors attached from being put into these two reservoirs. Mr. Brannan stated that the gas motors in no way would be used to power the boat, only that the motor will be attached to the boat. Mr. Brannan stated that Fayette County allows boats with gas motors attached in their reservoirs, which are smaller than the Authority's reservoirs. Mr. Brannan stated that it is his recommendation that the Authority allow boats with gas

motors attached access into the Authority's Blalock and J. W. Smith Reservoirs. Mr. Brannan stated that the Authority would develop some type of permit system that will

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identify any person(s) putting a boat into these reservoirs with gas motors attached. Mr. Brannan stated that if any person(s) uses one of these gas motors then they would be asked to leave. There was discussion concerning this information.

Upon Motion by Robbie Moore and seconded by Lloyd Joiner it was unanimously

RESOLVED: to approve the request to allow boats with gas motors attached access into the Authority's Blalock and J.W. Smith Reservoirs with the stipulation that at no time or for any reason are these gas motors to be used while the boat is in the Authority's reservoirs and that if at any time or for any reason the gas motor is used then the boat, motor and responsible person(s) will be evicted from the reservoir.

Mr. McQueen stated that the Authority would need to post signs around the Blalock and J.W. Smith Reservoirs that there will be no use of any gas motors in the reservoirs.

Mr. Brannan stated that he would like to give the Board information concerning a letter he received from Jim Jackson requesting the Authority investigate the feasibility of running a sewer trunk line in the area of Flint River and Wallis Creek. Mr. Brannan showed the location on a map of this requested sewer trunk line. Mr. Brannan stated that the requested sewer trunk line would eventually provide sewer service to a new proposed Clayton County school, which will be located in the area of Mundy's Mill and Fitzgerald Roads. Mr. Brannan stated that the Authority previously looked into the feasibility of installing this sewer trunk line, which would be a large undertaking with installation of over twelve thousand feet of line. Mr. Brannan stated that the cost and work associated with the installation of this sewer trunk line would have to be phased in over several years. Mr. Brannan stated that he wanted to make the Board aware of this request and that he is sending a letter to Mr. Jackson thanking him for bringing this issue to the Authority's attention. Mr. Brannan stated that he will also inform Mr. Jackson that when the Authority gets to the point of installing this sewer trunk line that the Authority will contact all of the adjacent property owners requesting that they contribute to this project. There was discussion concerning this information and what the benefits would be to Mr. Jackson for the Authority to move forward with this project.

Mr. Brannan gave the Board information on the status of the easement agreement at the W.B. Casey WRF between the Authority and Southern Natural Gas.

Mr. Brannan stated that there was previously Board discussion concerning the need for the Authority to adjust the salaries of the water and sewer service mechanics. Mr. Brannan discussed the information shown on the Proposed Salary Increase Cost Analysis that was distributed to Board members. Mr. Brannan stated that even though these salaries are not where the Authority would like for them to be the Authority has not encountered any problems with recruiting new employees for these positions at the

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present salaries. There was discussion concerning this information and the problems that might be encountered if these salaries were adjusted at this time instead of waiting until next year's budget time. It was the Board's recommendation that the adjustment to these salaries be put into the Authority's FY 2003 budget. Mr. Brannan stated that there are other positions that need to be looked at for possible salary adjustments and put into the Authority's FY 2003 budget.

Mr. Brannan gave the Board information concerning the resignation of Gary Howe. There was discussion concerning this information.

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