

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting June 1, 2000

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

Present at the meeting were: Chairman, Joe T. Lane, Vice Chairman, Donald E. Whitman, Secretary/Treasurer, H. Lindy Rogers, Board Members, Pete McQueen, Lloyd B. Joiner, Marie Barber and Wesley E. Greene, Sr., General Manager, M. Wade Brannan, Deputy Manager, Terry R. Hicks, Department Managers, Frank Conort, Neal Wellons, Dennis Hammock, Gary Howe, Herbert Etheridge, Jr., Guy Pihera and Richard Calhoun, Project Managers, Mike Thomas & Mike Buffington, Executive Secretary, Patricia Groover, Contracts & Procurements Administrator, Karen Riser, Human Resources Director, Ed Durham, Compensation & Benefits Specialist, Michelle Mirzaiee, Document Management Specialist, Andy Wells, Administrative Secretary, Dianne Hammock, Data Processing Supervisor, Rodney Crowell, Building Projects Supervisor, Tony Ferrari, Lab Supervisor, Jim Poff, Recreation Area Coordinator, Jep Palmer and Programmer/Analyst, Bill Bell. Also present were: Steve Fincher, Fincher & Hecht, L.L.C., Rick Hirsekorn, of CH2M Hill, Chris Wood, of Jim Wood & Associates Public Relations, Marcia Bost, The Clayton Review, Visitors, Steve Rieck, Clayton County Chamber of Commerce, Jeff Moreland and Nelson Meeks, Clorox Company.

Chairman Lane called on Bill Bell, Programmer/Analyst, to give the invocation.

Chairman Lane gave the Board information about the Gung Ho Awards that the Authority's Managers would be presenting to employees who are doing an exceptional job or go above and beyond the call of duty.

Chairman Lane called for any omissions or additions to the minutes of the regular and executive Board meeting on May 4, 2000, hearing none, Chairman Lane stated that he would entertain a motion that these minutes be approved.

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

RESOLVED: that the minutes of the regular and executive Board meeting on May 4, 2000 be approved as received.

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

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Chairman Lane discussed the information in the CCWA Water & Revenue Recovery Report and Leak Detection Monthly Report that was distributed in the Board package. Mr. Lane stated that the meter testing program has recovered almost three million five hundred thousand dollars (\$3,500,000.) in lost revenue. Mr. Lane stated that the leak detection program has recovered one hundred and one thousand nine hundred sixty six dollars (\$101,966) in potential lost revenue. Mr. Lane stated that the Board should be commended for their action in recognizing that the Authority had a problem with unaccounted water lost and implementing the Meter Testing and Leak Detection programs.

Chairman Lane called on Ed Durham, Human Resources Director, to introduce the Authority's new Compensation & Benefits Specialist. Mr. Durham stated that it is his pleasure to introduce Michelle Mirzaiee. Mr. Durham gave the Board a brief description of Ms. Mirzaiee's past work history. Mr. Lane stated that on behalf of the Board that the Authority is happy to have Ms. Mirzaiee as an employee.

Chairman Lane stated that the Authority's employees are active in doing community services. Mr. Lane stated that the Authority's employees chose the American Cancer Society as the Authority's fundraiser project for this year. Mr. Lane stated that Tony Ferrari, Building Projects Supervisor, was the Chairman of the Authority's American Cancer Society fundraiser and with the help of the Authority's employees raised eleven thousand four hundred sixty eight dollars ((\$11,468). Mr. Lane stated that Herbert Etheridge, Manager of Maintenance & Construction, should also be recognized for raising more money than any single person in the County, which was over three thousand dollars (\$3,000). Mr. Brannan presented Mr. Ferrari and Mr. Etheridge with an award for their dedication and hard work to the Authority and American Cancer Society.

CCWA Industrial Surcharge: Chairman Lane called on Neal Wellons, Manager of Water Pollution Control, who gave the Board information on the history of the Authority's industrial surcharge. Mr. Wellons explained to the Board the purpose of the Authority's industrial surcharge and why there is a need for the Authority to increase the amount they charge industries for treating their wastewater. Mr. Wellons stated that he is recommending that the Authority set surcharge rates, each year, based on treatment costs in the latest financial report. Mr. Wellons stated that the current surcharge would increase to \$0.235 / lb of BOD and \$0.235 / lb of TSS and that the Authority's surcharge be adjusted each year based on actual treatment costs. There was a general discussion concerning this information with questions from Board members and answers being provided by Mr. Wellons and Mr. Conort. Mr. Wellons introduced Nelson Meeks, a representative from the Clorox Company. Mr. Meeks stated that he would like to thank

Mr. Wellons for his cooperation in helping the Clorox Company understand what has gone into the Authority's surcharge. Mr. Meeks stated that in 1998 the Clorox Company

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saw a 60% increase in the Authority surcharge and this year a possible surcharge increase of 44%. Mr. Meeks stated that the Clorox Company has tried to sort out what goes into the Authority's surcharge from the information he received from the Authority. Mr. Meeks discussed what the Clorox Company findings were and stated that from reading the Authority's ordinance, that he thinks the surcharge should be based on the excess cost that occurs for treating pollutants above the 250 part per million levels. Mr. Meeks stated that his concern is that the Authority's way of calculating surcharges results in double charging some of the Authority's industrial customers. Mr. Meeks stated that at this point the Clorox Company does not understand why the Authority is adding indirect cost such as recreational facilities, public relations and meter reading. There was a discussion concerning the Clorox Company meeting with Mr. Wellons and Mr. Conort. Mr. Meeks stated that he has not had the opportunity to meet with Mr. Conort and that the Clorox Company might have a better understanding of the Authority's surcharge after meeting with Mr. Conort. There was a discussion concerning this information and that the Clorox Company does not have any pretreatment for their wastewater. Mr. Lane asked if Mr. Wellons or Mr. Conort have any objections of postponing a decision on the Authority's surcharge until next month's Board meeting. There was a general discussion concerning postponing a decision on the Authority surcharge until next month's Board meeting.

Upon Motion by Lindy Rogers and seconded by Don Whitman it was unanimously

RESOLVED: that the Board instruct our chief financial officer, Mr. Conort, to consult with Clorox Company to make sure they understand the basis that the Authority uses to make our decision on surcharge rates and come back at the next Board meeting with a recommendation and the Board will act on this recommendation.

CCWA Septage Rate: Chairman Lane called on Neal Wellons, Manager of Water Pollution Control, who stated that there are two reasons that he is asking for an increase in the Authority's septage rate. Mr. Wellons stated that these two reasons are the cost of treating septage waste has increased and that the strength of the septage wastewater has also increased substantially. Mr. Wellons stated that when he looked at the increased cost of operating the wastewater system and the increased strength of the septage wastes that he decided it was time the Authority's septage rates be adjusted. Mr. Wellons stated that it is his recommendation that the Authority institute a septage fee

increase to sixty dollars (\$60) per 1,000 gallons of septage waste effective August 1, 2000. There was a discussion concerning this information with Mr. Wellons being asked what amount of the septage waste the Authority receives and treats comes from Clayton County. Mr. Wellons stated that only half of the septage waste treated by the Authority comes from Clayton County and that the other half comes from other counties. There was a discussion concerning this information.

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

RESOLVED: that effective August 1, 2000 the Authority institute a septage fee increase to sixty dollars (\$60) per 1,000 gallons of septage waste.

There was a discussion concerning what the Authority could do to discourage other counties from bringing septage waste into Clayton County. It was the Board's request that Mr. Wellons gather information showing from which counties the Authority receives and treats septage.

Annual Concrete Bid: Chairman Lane called on Herbert Etheridge, Manager of Maintenance and Construction, who stated that at last month's Board meeting that he discussed with the Board that vendors did not respond to the Authority's request for annual concrete bids. Mr. Etheridge stated that the new bid packages were re-sent to each vendor giving them two additional weeks to respond. Mr. Etheridge stated that each of these vendors was also given a follow up phone call requesting that they submit a bid. Mr. Etheridge stated that there was only one bid received and that it is his recommendation that the bid from Leach Sand and Gravel, Inc. be accepted. There was a discussion concerning the cost comparison of this bid amount to last years bid cost.

Clayton County Water Authority
Annual Concrete Products
Bid Tabulation Sheet
May 2000

BIDDER	TOTAL BID
Leach Sand and Gravel, Inc. 379 Lees Mill Road Forest Park, GA 30050	\$24,110.00
Evans Sand & Gravel, Inc. 114 Quarry Road Stockbridge, GA 30281	No Bid Returned

GMS Select Products 1940 Highway 42 South McDonough, GA 30253	No Bid Returned
Allied Ready Mix P.O. Box 728 Decatur, GA 30031	No Bid Returned

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

RESOLVED: to accept the only bid from Leach Sand and Gravel, Inc, with a bid price of twenty four thousand one hundred ten dollars (\$24,110) to furnish the Authority with concrete products, contingent upon approval of insurance as required by the specifications.

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Morrow Tank Valve Replacement Labor & Material: Chairman Lane called on Herbert Etheridge, Manager of Maintenance and Construction, who stated that about two months ago the Board approved his request to replace two valves, that would not seal, in the line from the Morrow tank to the Morrow pumping station. Mr. Etheridge stated that there are four additional suction valves in this line and in the process of replacing the two valves, which were approved by the Board, one of the other valves broke. Mr. Etheridge stated that the replacement of these four remaining suction valves is part of the Authority's 2000 Master Plan and will be financed with money from this years bond issue. Mr. Etheridge stated that he is asking the Board to approve spending up to thirty five thousand dollars (\$35,000.) to go ahead and replace the remaining four suction valves.

Upon Motion by Pete McQueen and seconded by Lindy Rogers it was unanimously

RESOLVED: to approve up to thirty five thousand dollars (\$35,000) to go ahead and replace the remaining four suction valves in the line from the Morrow tank to the Morrow pumping station.

Ductile Iron Pipe Bid: Chairman Lane called on Herbert Etheridge, Manager of Maintenance and Construction, who distributed copies of the bid tabulation sheet for annual ductile iron pipe. Mr. Etheridge stated that there was only one bid received. Mr. Etheridge stated that the pipe business is very territorial and that the Authority has been a customer of U.S. Pipe since late 1950 and it is hard to get another pipe company to bid against U.S. Pipe. Mr. Etheridge stated that there is an average bid price increase of 5.6%, for the pipe that the Authority uses the most, comparing this years bid price with last year. Mr. Etheridge stated that it is his recommendation that the bid from U.S. Pipe be accepted.

Clayton County Water Authority
Annual Ductile Iron Pipe
Bid Tabulation Sheet
May 2000

BIDDER	TOTAL BID
American Cast Iron Pipe Co. 3473 Satellite Blvd. N.E. Suite 200 Duluth, GA 30096	No Bid Returned
McWayne Cast Iron Pipe P.O. Box 607 Birmingham, AL 35201	No Bid Returned
U. S. Pipe and Foundry 450 Atwater Court Suite 202 Buford, GA 30518	\$667,204.50

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

RESOLVED: to accept the only bid from U.S. Pipe and Foundry, with a bid price of six hundred sixty seven thousand two hundred four dollars and fifty cents (\$667,204.50) to furnish the Authority with ductile iron pipe, contingent upon approval of insurance as required by the specifications and authorize the Manager to sign any contract documents.

Line 8 Change Order: Chairman Lane called on Herbert Etheridge, Manager of Maintenance and Construction, who stated that he has two change orders for line 8 that he is asking the Board to approve. Mr. Etheridge stated that change order # 4 is for additional roadway and curbing replacement and additional grassing at a cost of nine thousand eight hundred seventy four dollars and sixteen cents (\$9,874.16). Mr. Etheridge stated that change order # 5 is for additional roadway, sidewalk and curbing replacement and additional grassing for a cost of forty nine thousand six hundred seven dollars (\$49,607). Mr. Etheridge stated that this project is about 80% complete and the contractor anticipates a net reduction in the contracted cost of one hundred sixteen thousand five hundred forty dollars (\$116,540). Mr. Etheridge stated that after subtracting this net reduction there should be a reduction in the original contracted cost of thirty six thousand nine hundred fourteen dollars and eighty four cents (\$36,914.84).

Upon Motion by Pete McQueen and seconded by Don Whitman it was unanimously

RESOLVED: that change order # 4 and # 5 be approved.

Rum Creek Phase 3 Payment Certificate: Chairman Lane called on Gary Howe, Manager of Engineering, who stated that he would like to give the Board information on the second payment certificate in the amount of fifty nine thousand seven hundred ninety two dollars and forty cents (\$59,792.40) for the Rum Creek outfall phase III project. Mr. Howe stated that the contractor has completed the installation of this line from Hilltop Place up to Stockbridge Road. Mr. Howe stated that the installation of this line has eliminated two old sixty-model lift stations. Mr. Howe stated that by eliminating these two lift stations the Authority will save approximately two hundred thousand dollars (\$200,000) by not having to upgrade these lift stations. Mr. Howe stated that there is another lift station that will be eliminated when this project is complete. Mr. Howe stated that the total cost to complete the Rum Creek project is around two hundred forty eight thousand dollars (\$248,000).

Bartlett Road Payment Certificate: Chairman Lane called on Gary Howe, Manager of Engineering, who stated that he would like to give the Board information on the first payment certificate for the Bartlett Road Outfall. Mr. Howe stated that this

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project would also eliminate one of the Authority's old lift stations. Mr. Howe stated that the total estimated cost of completing this project is two hundred thirty one thousand five hundred forty three dollars (\$231,543) and this first payment certificate is for fifty seven thousand two hundred eighty eight dollars and fifteen cents (\$57,288.15).

Freeman Road Tax Refund to R&E: Chairman Lane called on Frank Conort, Manager of Administration, who gave the Board information on a state law concerning a sales tax exempt program. Mr. Conort stated that if a construction program meets certain air and water pollutions criteria, like the clean air type constraints, you could be exempt from paying sales tax on items that are shipped to and installed at a construction site. Mr. Conort stated that the Authority was able to take advantage of this state law tax-exempt program on the construction of the Freeman Road Water Production Plant. Mr. Conort stated that the Authority qualified for a tax refund on the construction of the Freeman Road WPP and received a sales tax refund check in the amount of one hundred forty five thousand dollars (\$145,000).

Imaging & COLD Storage Proposals: Chairman Lane called on Frank Conort, Manager of Administration, who stated that this was an item that was brought up and is part of the Board approved budget for the current fiscal year. Mr. Conort stated that the imaging and COLD storage is an electronic (automated system) archival and retrieval control of documentation. Mr. Conort stated that this allows the Authority to keep documentation of all the Authority's records forever and very efficiently. Mr. Conort stated that the COLD in the title means anything that is produced by the Authority on a computer and goes to the report file could automatically go into the electronic automated

system. Mr. Conort stated that the imaging and COLD storage makes the Authority's data readily available. Mr. Conort discussed with the Board the information he received about the imaging operation when he, Terry Hicks and Andy Wells went to Greenville, South Carolina to look at the Greenville Water System's imaging operation. Mr. Conort gave the Board information on doing the Authority's backlog of pages, which need imaging, in-house and stated that he is now trying to determine what the cost would be. Mr. Conort stated that he received a proposal from Imaging Cold System for doing the Authority's backlog of four million pages for eight cents (.08) per page. There was a general discussion concerning this information. Mr. Conort distributed copies of the Imaging & Cold Project Tabulation of Responses and stated that RFP was sent to some of the larger imaging providers in this area and these are the responses that were received. Mr. Conort stated that he is recommending the low proposal from OTG/Palmetto with a total project cost of one hundred thirty four thousand seven hundred ninety two dollars (\$134,792), which is under the budgeted amount of one hundred forty five thousand dollars (\$145,000). There was a general discussion concerning this information with questions and answers given by Mr. Conort.

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Imaging & COLD Project
Tabulation of Responses
Opening Date: May 16,2000

Proposer	Total Project cost	Proposal Cost as submitted	Software & professional services	Annual maintenances & support	Hardware proposed	Hardware not proposed
FileNET *	225,809.00	225,809.00	N/A	N/A	N/A	N/A
ATC/CSI Partnership	154,576.00	154,576.00	71,415.00	9,764.00	73,397.00	0.00
Metafile **	139,934.00	86,467.00	77,242.00	9,225.00	0.00	53,467.00
OTG/Palmetto ***	134,792.00	103,976.00	75,150.00	6,175.00	22,651.00	30,816.00

* FileNET proposal was not responsive. No breakout information was provided.

** No hardware was proposed by Metafile. The hardware price was calculated from the best and lowest quote obtained by CCWA

*** OTG/Palmetto proposed all hardware except the specified IBM NetFinity server & jukebox, which they do not carry. The server/jukebox price was calculated from the best and lowest quote obtained by CCWA.

FY2001 budgeted funds: \$145,000.

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

RESOLVED: to accept the low proposal from OTG/Palmetto, with a proposal price of one hundred thirty four thousand seven hundred ninety two dollars (\$134,792) to provide the Authority with an Imaging & COLD System, contingent upon approval of bonds and insurance as required by the specifications and authorize the Manager to sign any contract documents.

Chairman Lane requested a break at 3:00 p.m.

Chairman Lane called the meeting back to order at 3:10 p.m.

Water Production Update: Chairman Lane called on Guy Pihera, Manager of Water Production, to update the Board on the status of the Authority's water production. Mr. Pihera gave a slide and informational presentation on the Authority's Finished Water Production, 2000 Precipitation, Raw Water Reserve, Withdrawing Water from the Flint River and the Atlanta Regional Commission Staged Watering Restrictions. Mr. Pihera stated that the Authority's peaks for finished water usage is around 34 ½ MGD, which is the amount of water that the Authority can produce and distribute effectively at this time. Mr. Pihera discussed the Authority's concern because of the lack of rainfall and stated that it is 36% below normal for the year. Mr. Pihera stated that for the month of May the rainfall was 80% below normal. Mr. Pihera stated that one of the

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Authority's main sources of water is the Flint River. Mr. Pihera gave the Board information concerning the State guidelines that the Authority has to follow when withdrawing water from the Flint River. Mr. Pihera discussed the water levels and raw water reserve that is in the Authority's reservoirs and stated that the Authority has about an 80% raw water reserve at this time. Mr. Pihera gave the Board information on the different stages that the Atlanta Regional Commission uses for watering restrictions. There was a general discussion concerning this information with questions and answers.

Insurance Limits: Chairman Lane called on Terry Hicks, Deputy Manager, who stated that Board members received information in their Board packages of the recommendations of the Authority's risk management consultant on increased limits for certain insurance coverages. Mr. Hicks stated that our risk management consultant has recommended increased limits on three of the Authority's current policies. Mr. Hicks stated that these three recommended increased limits be for public official's liability, umbrella liability and fidelity Bond. Mr. Hicks gave the Board information on each of these current policies and a summary of the recommended increased limits. There was a general discussion concerning this information. Mr. Greene stated that he would like to have time to study the information on the Authority increasing insurance limits and make a recommendation.

Upon Motion by Pete McQueen and seconded by Don Whitman it was unanimously

RESOLVED: that Mr. Greene meet with Mr. Hicks and the Authority's risk management consultant and go over and discuss information concerning the Authority increasing insurance limits and make a decision and authorize Mr. Greene and Mr. Hicks to act on this decision if there is not sufficient time to wait until next month's Board meeting. Pete McQueen, Marie Barber, Lloyd Joiner, Don Whitman and Wes Greene voted for the motion and Lindy Rogers voted against the motion.

There was a general discussion concerning how fidelity bonds deal with employee dishonesty with Mr. Hick's giving information. There was a discussion concerning under what circumstances employee's have access to and handle the Authority's cash money.

Chairman Lane stated that he wants the Authority's Human Resources Director and Compensation & Benefits Specialist to meet with Clark Stephens and discuss the county's insurance benefits.

Final Campus Network Analysis: Chairman Lane called on Terry Hicks, Deputy Manager, who stated that the installation of the Authority's campus network is now complete and that information about the final campus network analysis was included in the Board package. Mr. Hicks went over this information and stated that CH2M Hill's

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original estimate of the Authority's campus network was three hundred forty five thousand dollars (\$345,000) and was included in the FY 2000 budget. Mr. Hicks stated that the bid came in at three hundred forty thousand seven hundred seventy five dollars and ninety-six cents (\$340,775.96). Mr. Hicks stated that the Board approved this bid amount in December 1999. Mr. Hicks stated that the Board also approved an additional fifteen thousand (\$15,000) to extend the network to remote sites and adding additional users to the network. Mr. Hicks stated that this brought the approved amount to three hundred fifty five thousand seven hundred seventy five dollars and ninety-six cents (\$355,775.96). Mr. Hicks stated that the final cost including adding several of the remote sites and additional users is three hundred forty one thousand four hundred eighty dollars and ninety-four cents (\$341,480.94) which was under CH2M Hill's original estimate.

Deer Hunt Guidelines: Chairman Lane called on Dennis Hammock, Manager of Land Management, who stated that a copy of the Deer Management Policies: 2000 Season was included in the Board package. Mr. Hammock stated that when the Authority started the deer management program in 1996 the Authority and Land Management staff went through several problems. Mr. Hammock introduced Jep Palmer, Recreation Area Coordinator, and stated that the Authority's deer hunts would not have

been as successful without the assistance of Jep. Mr. Hammock stated that since the Authority's deer hunt was first started there have been seven hundred and twenty nine deer harvested without a single accident. Mr. Hammock stated that he and Jep Palmer with the help of Mr. McQueen and Mr. Brannan came up with the deer management policies for the 2000 season. Mr. Hammock went over and discussed the information in the deer management policies. There was a discussion concerning this information with questions and answers. Mr. Hammock stated that the Authority is beginning to have a serious problem with Canadian Geese and the only thing legally that can be done to eliminate these Geese is to hunt them. Mr. Hammock stated that he would like to ask the deer hunters if they would be interested in hunting Canadian Geese. Mr. Hammock stated that he would be coming back to the Board when he receives more information on conducting a Goose hunt. There was a general discussion concerning this information.

Deer Management Policies: 2000 Season

(Areas highlighted in red indicate new changes for the 2000 season**)**

E.L. Huie Site:

1. During the month of June advertise the acceptance period for applications in the local paper.
2. Accept Applications July 3rd through September 8th 2000. Limited to Clayton and Henry County residents only.
3. The season will run (weather permitting) September 16th through December 17th **No hunting on Thanksgiving and Christmas weekends.** The hunts will occur on Friday afternoons and all day Saturdays and Sundays only. **No hunting Wednesday through Thursday.**

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4. 80 public hunters will be invited each hunt in addition to the guests and C.C.W.A. employees.
5. Fees to hunt the Area: Public \$ 20.00 per weekend, Guests \$ 100.00 for the season, Guests who are employed by a Clayton or Henry County Government Agency and employees of the C.C.W.A. hunt free of charge.
6. All guests and employee hunters must R.S.V.P. prior to each hunt. All vacant hunting sites will be filled on a first comes first serve basis each Friday.
7. All guest hunters' names are to be given by their sponsor in verbal or written form to the Land Management personnel by September 8th. All guest are to prepay and pick-up their permits the week of September 11th -14th.
8. Guest's permits will be valid for the entire season in 2000. (No half season)
9. C.C.W.A. employees may bring one guest per hunt with them; the guest will hunt on the same site with the employee.
10. Archery hunting only. No firearms are allowed on Authority Property. Only deer may be harvested.
11. Guests and employees must harvest one mature doe prior to harvesting a buck.
12. There will be no antler restriction on the harvest of bucks during the 2000 season.
13. All State hunting regulations, laws and license are required and enforced.
14. Hunters must wear 500 sq. inches of orange above the waist at all times.

15. All hunters are required to check in and out at the designated area, all harvested deer must be brought to the check station before field dressing.
16. No all terrain vehicles are permitted on the site.

Shoal Creek and Woolsey Road Properties:

1. These areas are limited to C.C.W.A. employees only due the remote location and limited personnel to man the areas.
2. Archery hunting only. No firearms are allowed on Authority Property. Only deer may be harvested.
3. The hunts will occur on Friday afternoons and all day Saturdays and Sundays only. **No hunting Wednesday through Thursday. Employees may hunt these areas during the Thanksgiving and Christmas Holidays.**
4. All State hunting regulations, laws and license are required and enforced.
5. Hunters must wear 500 sq. inches of orange above the waist at all times.
6. No all terrain vehicles are permitted on the site.
7. All hunters must sign in and out during the hunts and report all harvested deer.

Dennis Hammock / Jep Palmer.
Clayton County Water Authority
Land Management Department. 5/19/00

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

RESOLVED: that the recommendations of the Authority's employees and Mr. McQueen be approved.

Mr. McQueen stated that he would like to thank Jep Palmer for doing an outstanding job managing the Authority deer hunt and making it a success.

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It was the Board's request that Mr. Hammock proceed with gathering information concerning the Authority having a goose hunt and bring this information back to the Board.

Annual Janitorial Services Proposal: Chairman Lane called on Richard Calhoun, Manager of General Services, who distributed copies of the CCWA Annual Janitorial Services Proposal Tabulation Sheet May 2000 and stated that it has been several years since the Authority requested proposals for janitorial services. Mr. Calhoun stated that the Authority's required janitorial services have increased. Mr. Calhoun stated that a detail list of janitorial requirements for fourteen of the Authority's facilities was mailed to nine companies who offer janitorial services. Mr. Calhoun stated that the Authority also advertised the proposal for janitorial services in the newspaper. Mr. Calhoun stated that five janitorial companies attended the pre proposal meeting where we explained and went over the janitorial requirements. Mr. Calhoun stated that three of these companies submitted proposals. Mr. Calhoun stated that HuRay Cleaning Company, Inc. did not meet all of the Authority's janitorial requirements by omitting the cost of window and

blind cleaning from their proposal. Mr. Calhoun stated that we took the submitted proposal for each required service and converted it to estimated monthly cost. Mr. Calhoun gave the Board information about each of the companies who submitted proposals that meet all of the Authority requirements. Mr. Calhoun stated that it is his recommendation that the proposal from Innovative Janitorial Services be accepted even though they did not submit the low proposal. Mr. Calhoun stated that Innovative Janitorial Services is a much larger company than Service Master, which would be to the Authority's advantage, and they are also located in Clayton County. There was a general discussion concerning this information with questions and answers concerning each of the companies that submitted a proposal.

Clayton County Water Authority
Annual Janitorial Services
Proposal Tabulation Sheet
May 2000

PROSER	PROPOSAL
The Best Cleaning Service Company 3588 Highway 138E Suite 360 Stockbridge, GA 30281	No Proposal Returned
Innovative Janitorial Services P.O. Box 2120 Jonesboro, GA 30237	\$9,279.36/est. monthly
Advanced Cleaning Concepts, Inc. 3401 Norman Berry Drive Suite 268 East Point, GA 30344	No Proposal Returned

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Service Master 101 Scatterfoor Drive Peachtree City, GA 30269	\$8,932.07/est. monthly
Top of the Line Cleaning Services 4442 Yates Road College Park, GA 30337	No Proposal Returned
Clayton Window Cleaning & Janitorial 6001 North Henry Blvd. Highway 42, Suite C Stockbridge, GA 30281	No Proposal Returned
HuRay Cleaning Company, Inc. P.O. Box 853 Forest Park, GA 30050	\$8,824.00/est. monthly **

Crutcher's Cleaning Service 10725 Barberry Drive Hampton, GA 30228	No Proposal Returned
The Family Enterprises Commercial Cleaning Service 1564 Bethaven Road Suite B Riverdale, GA 30296-2012	No Proposal Returned

** Vendor did not propose all services as stipulated in the RFP.

Upon Motion by Lindy Rogers and seconded by Don Whitman it was unanimously

RESOLVED: to accept the low proposal from Service Master, with a proposal price of eight thousand nine hundred thirty two dollars and seven cents (\$8,932.07) estimated monthly, to provide janitorial services to the Authority's facilities, contingent upon approval of bonds and insurance as required by the specifications and authorize the Manager to sign any contract documents.

Master Plan Task Order Authorization for W.B. Casey WPCP: Chairman Lane Called on Mike Buffington, who distributed a summary of the Task Order No. BO-00-06 – W. B. Casey Water Reclamation Facility, Expansion and Upgrade – Design. Mr. Buffington went over and discussed the information in this task order.

TASK ORDER NO. BO-00-06 - W. B. CASEY WATER RECLAMATION FACILITY, EXPANSION AND UPGRADE - DESIGN

This task order includes services provided by CH2MHill for the first two phases of design of the project, Project Definition and Schematic Design. At the completion of this task, design of the facility will be approximately 25 to 30 percent complete and the project team will be able to

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proceed to the last two stages of design, Design Development and Construction Documents. Phasing of the project assures the logical and orderly progression of the engineering from definition of need through preparation of construction documents and provides more accurate cost projections.

The project will include complete rehab of the existing facility, rated at 12.0 MGD, and design of facility expansion to 18.0 MGD. Provisions will be made for future expansion to 22.0 MGD. The plant will be designed for advanced secondary treatment to provide the higher degree of treatment required prior to further treatment on constructed wetlands.

Services provided will cover work required to define and conceptually design the following:

- Operating requirements of the WRF including design capacity and range of operating conditions; effluent limits; reliability and redundancy parameters; and loadings to treatment processes.
- Master plan for site development including location of structures; location and size of buildings; odor control and air treatment facilities; site screening and landscaping; architecture; and roads, parking and site utilities.
- Treatment process definition including process selection and operating parameters; process unit sizing; and process equipment selection.

The total cost for this Task Order is **\$ 785,000** (guaranteed not to exceed amount). This amount is within the budgeted amount for the first two phases of the complete design of the W. B. Casey Water Reclamation Facility, Expansion and Upgrade project. The Task Order will be funded by the 2000 bond fund.

Mr. Buffington stated that it is his recommendation that the Board approve this task order for design of the W.B. Casey Water Reclamation Facility expansion and upgrade.

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

RESOLVED: that Task Order NO. BO-00-06 in the amount of seven hundred eighty five thousand dollars (\$785,000) for the W. B. Casey Water Reclamation Facility, Expansion and Upgrade Design be approved.

Mr. Rogers left the Board meeting at 4:00 p.m.

Barnett Road Final Summary: Chairman Lane called on Mike Buffington, Program Manager, who distributed copies of the summary sheet and final change order for the modification to the Barnett Road elevated tank and stated that he would like to give the Board information on this completed project. Mr. Buffington stated that this

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0.50 MG elevated tank was formally a part of the Forest Park system that was purchased by the Authority. Mr. Buffington stated that this project was included in the 1998 series bond program. Mr. Buffington stated that this project included lowering the existing Barnett Road elevated tank 27 feet to match overflow elevation of the Authority's other elevated tanks and provide full usage of the Barnett Road tank. Mr. Buffington stated that the bid was two hundred thirty three thousand four hundred dollars (\$233,400) and the final change order was a credit of seven thousand nine hundred thirty seven dollars and thirty cents (\$7,937.30). Mr. Buffington stated that the final contract amount was

two hundred twenty five thousand four hundred sixty two dollars and seventy cents (\$225,462.70). Mr. Buffington stated that the project was completed on time and under budget with the contractor doing an excellent job. Mr. Buffington stated that the Barnett Road elevated tank is back in service. There was a discussion concerning the process that the contractor used in order to lower this tank. Mr. Buffington gave the Board information concerning the Authority's Highway 54 elevated tank in Forest Park across from the Authority's Conley Road elevated tank. Mr. Buffington stated that CH2M Hill is looking at this tank to see if it would be worth lowering since it is so close to the Conley Road tank. Mr. Buffington stated that CH2M Hill might decide that it would be more beneficial to the Authority to have this tank removed. Mr. Buffington gave the Board information on the Freeman Road Water Treatment Plant and stated that all of the corrective work has been completed and the final pay estimate has been approved so this project with Thamer Construction, Inc. is now closed. There was a general discussion concerning all of this information.

Office Complex Architectural Design: Chairman Lane called on Wade Brannan, General Manager, who stated that the expansion of the Authority's office complex is part of the 2000 Master Plan at a budgeted cost of 1.7 million dollars. Mr. Brannan showed the Board a drawing and stated that he and other staff members looked at how the office space is now being used and came up with a preliminary concept. Mr. Brannan discussed the drawing with the Board and stated that this preliminary concept is what he would like to provide to an architect in order to proceed with the design of the expansion of the Authority's office complex. Mr. Brannan stated that he is asking for the Board's authorization to proceed with retaining an architect. There was a discussion concerning the cost of the office complex expansion. Mr. Brannan stated that he did not think that this project would cost as much as the budgeted amount of 1.7 million. Mr. Brannan stated that this budgeted amount also includes all the architect fees and the work needed, for security reasons, in the lobby of the office complex. There was a general discussion concerning this information.

Upon Motion by Don Whitman and seconded by Lloyd Joiner it was unanimously

RESOLVED: that the architectural design of the expansion of the Authority's office complex be negotiated with Manley Spangler Smith Architects.

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Legislative Revision for Meeting Notice: Chairman Lane called on Wade Brannan, General Manager, who stated that he would like to request that the Board authorize the Authority's attorney to draft a resolution asking the legislative delegation to change the Authority's three (3) day called meeting notice requirement to a twenty-four (24) hour notice. Mr. Brannan stated that this three-day notice requirement at times

presents a hardship on the Authority. There was a general discussion concerning what other information should be included in this requested twenty-four (24) hour notice.

Upon Motion by Pete McQueen and seconded by Wes Greene it was unanimously

RESOLVED: that the Authority's attorney along with Management draft language they think would be in the best interest of the Authority and Board members and present this request to the legislative delegation.

Mr. Fincher, attorney for the Authority stated that he would bring information back to the Board for their approval before presenting it to the legislative delegation.

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

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

RESOLVED: that the Board adjourns into executive session and the Board reserves the right to return to the open session.

Chairman Lane called the regular session Board meeting back to order.

Mr. Brannan stated that he was approached by Crandle Bray, Chairman of the Clayton County Commissioners concerning the force main that the County is installing from State Route 54 and Tara Boulevard up to the lift station for the Jail Judicial Complex. Mr. Brannan stated that Chairman Bray has asked for the Authority's consideration for assistance in the amount of two hundred thousand dollars (\$200,000) for the installation of this force main. There was a discussion concerning this information.

Upon Motion by Wes Greene and seconded by Don Whitman it was unanimously

RESOLVED: that the Authority will pay the cost of two hundred thousand dollars (\$200,000.) for the installation of the force main for the Jail Judicial Complex.

Mr. Brannan gave the Board information concerning the contract to install cellular towers on the Authority's water tanks. There was a general discussion concerning this information.

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

Joe T. Lane, Chairman

H. Lindy Rogers, Secretary/Treasurer