

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, January 3, 2013

The meeting was held at 2610 Shamrock Road, Jonesboro, Georgia 30236. Chairperson Barber called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairperson, W. Marie Barber, Vice Chairman, Oscar Blalock, Secretary/Treasurer, John Westervelt, Board Members, John Chafin, Rodney Givens, Sophia Haynes and Sylvia Wright; General Manager, P. Michael Thomas, Deputy Manager, Mike Bennett, Legal Counsel, Steve Fincher of Fincher, Denmark & Williams, Carla Clark, Executive Coordinator and other CCWA staff and visitors.

Chairperson Barber introduced and called on Michael Shinn, Senior Engineering Technician, to give the invocation.

Approval of Minutes: Chairperson Barber called for any omissions or additions to the Regular Board Meeting minutes of December 6, 2012. Hearing none, the minutes were approved as presented.

Postponement of Item L on Agenda: Board Member Givens requested to postpone the presentation of Item L on today's agenda, Small Local Business Procurement.

UPON Motion by John Chafin and seconded by Sophia Haynes, it was unanimously,

RESOLVED: to postpone the presentation of Item L, Small Local Business Procurement.

Financial and Statistical Report: Chairperson Barber called on Carl Stephens, Finance Director, to give the financial report. Mr. Stephens reviewed the financial information that was given to the Board for the period ending November 30, 2012.

Sewer Root Control Annual Contract Bid Recommendation: Almost all sewer back-ups and overflows are caused by a combination of roots and grease blocking the sewer lines. CCWA has utilized the services of a contractor to apply a root inhibitor chemical to our sewer lines where root penetration is a significant problem. These chemicals are similar to an herbicide and inhibit root growth for a period of time. It is important to insure that these chemicals can be safely used in our sewer system since the

chemical will wind up in the sewer that flows to our water reclamation plants and will eventually be reclaimed for drinking water.

Previous material specifications read "The chemical root control agent shall be Razorooter II or equivalent product that is approved by the Owner". In order to increase competition, staff modified previous bid specifications for Sewerline Root Control with the following phrase "shall be Razorooter II, Sanafoam Vaporooter II or equivalent product". The detailed chemical bid specifications were not completely revised to allow both named products to meet 100% of the specifications. Staff recommends rejecting these bids, revising the specifications after further review of the chemical safety and rebidding at a future date.

Root Control Service	Est Quantity	Dukes Root Control		Municipal Sales	
		Price per Unit	Total Bid	Price per Unit	Total Bid
6" main - per linear foot	2,000	\$1.37	\$2,740.00	\$1.30	\$2,600.00
8" main - per linear foot	100,000	\$1.37	\$137,000.00	\$1.30	\$130,000.00
10" main - per linear foot	6,000	\$1.76	\$10,560.00	\$1.65	\$9,900.00
12" main - per linear foot	6,000	\$1.82	\$10,920.00	\$1.75	\$10,500.00
15" main - per linear foot	500	\$2.25	\$1,125.00	\$2.10	\$1,050.00
21" main - per linear foot	500	\$2.53	\$1,265.00	\$2.25	\$1,125.00
24" main - per linear foot	500	\$2.53	\$1,265.00	\$2.25	\$1,125.00
Total Bid			\$164,875.00		\$156,300.00

UPON Motion by Oscar Blalock and seconded by John Chafin it was unanimously

RESOLVED to reject the bids and revise the specifications after further review of the chemical safety and rebidding at a future date.

Compact Track Loader: The CCWA staff recommends purchasing one new JCB 320T from KMH Systems of Atlanta for \$56,747.23. This is the lowest equipment bid that meets all our specifications.

This equipment will be used with the manhole cutter excavator attachment for manhole rehabilitation work and therefore our specifications for the tipping load and operating

capacity is required for safe operation of this equipment in conjunction with such attachment. This equipment purchase was included in the FY 2012 Budget in amount of \$57,000 therefore this bid is \$252.77 below the budget.

Vendor	Bid	Make/Model
KMH Systems / JCB of Atlanta	\$56,747.23	JCB 320T (track)
ASC Construction Equipment	\$51,950.00 (Did not meet all specs)	Volvo MCT 135C
GJL DBA Border Equipment Co.	\$53,168.00 (Did not meet all specs)	Case TV 380 CTL
Flint Equipment Company	\$54,600.00 (Did not meet all specs)	John Deere 333D
Mason Tractor Company	\$55,896.75 (Did not meet all specs)	Kubota SVL 90-2HFC
Cobb County Tractor Company	\$56,265.00 (Did not meet all specs)	New Holland C238
Perimeter Takeuchi	\$57,000.00 (Did not meet all specs)	Takeuchi TL 10CR

UPON Motion by Sophia Haynes and seconded by Rodney Givens it was unanimously

RESOLVED: to award the bid for the purchase of a compact tract loader to KMH Systems/JCB of Atlanta in the amount of \$56,747.23.

Manhole Cutter Extractor Bid Recommendation: Staff recommends purchasing one new Manhole Cutter Extractor Attachment from Mr. Manhole Company in the amount of \$23,471.42. This attachment as bid from Mr. Manhole meets all our specifications and will be used on the Compact Track Loader.

This attachment is different from others because it allows cutting from 40 to 60 inches and removal of the coupon. This Manhole Cutter Extractor Attachment will be used to efficiently cut out the manhole rings and covers for replacement and/or repair. This work has been done by CCWA staff using a jack hammer and creates a high potential for work related injuries.

The budgeted amount for this purchase was \$22,000.00. The additional funding needed for this purchase in the amount of (\$1,471.42) is available due a cost savings on other capital purchases.

Company	Bid	Make/Model
Tractor & Equipment Forest Park, GA	No Bid	N/A
Peach State Freightliner Mableton, GA	No Bid	N/A
Vermeer Southeast Marietta, GA	No Bid	N/A
Mason Tractor Company Winder, GA	No Bid	N/A
Mr. Manhole Delphos, Ohio	\$23,471.42	Manhole Cutter-Extractor Six-Shooter Package

UPON Motion by Rodney Givens and seconded by Oscar Blalock, it was unanimously

RESOLVED: to award the bid for the purchase of a manhole cutter extractor to Mr. Manhole of Delphos, Ohio in the amount of \$23,471.42.

New Wheel Loader: The CCWA staff recommends rejecting all bids as the specifications were not written to insure an appropriate piece of equipment could be obtained. The specifications will be improved and rebid.

Vendor	Bid	Make/Model
Georgia Underground Supply	\$39,994.55	Wacker WL30
Vermeer Southeast	\$39,325.00 (did not meet all specs)	Yanmar V4-6
Lashley Tractor Sales	\$41,820.00 (did not meet all specs)	GEHL -AL 540
Mason Tractor Company, Inc.	\$45,425.50 (did not meet all specs)	Kubota R520 SIT3
KMH Systems - JCB of Atlanta	\$45,881.62 (did not meet all specs)	JCB 406B
Lashley Tractor Sales	\$46,841.00 (did not meet all specs)	Kubota R-520
Perimeter Takeuchi	\$49,300.00 (did not meet all specs)	Takeuchi TW50
Cowin Equipment	\$49,698.00 (did not meet all specs)	Kawasaki 42ZV-2
ASC Construction Equipment	\$51,500.00 (did not meet all specs)	Volvo L20F
GJL DBA Border Equipment Co.	\$62,301.00 (did not meet all specs)	Case Wheel Loader 21E
Flint Equipment Company	\$66,325.00 (did not meet all specs)	John Deere 244M

UPON Motion by John Chafin and seconded by Oscar Blalock, it was unanimously

RESOLVED: to reject all bids for and to rewrite the specifications in preparation for a new bid.

Forest Management Plan Timber Sale on Huie and Shoal Creek Tracts: As part of the CCWA 2012 Timber Management plan, several units were identified for harvest and reforestation. We have worked with Timber Management Inc. (TMI) to prioritize units based on market and CCWA goals. We went out for bids on lump sum sales on two Huie Site units (7B and 7D). Highest bid will be recommended on these two units. We also bid out per ton thinning of timber on four units on the Huie Site (4B, 4C, 4F, and 9C) and one unit on the Shoal Creek Site.

Timber Consultant, TMI, and Clayton County Water Authority staff recommends selling this timber to the highest bidders. Canal Wood, LLC will be awarded Huie unit 7B for \$82,001.01 and Piedmont Forestry, LLC will be awarded Huie unit 7D for \$73,055. Total amount for lump sum purchases is \$155,056.01. After paying the 6.75% commission (\$10,466.28) to TMI, CCWA will net \$144,589.73.

Timber Consultant, TMI, and Clayton County Water Authority staff also recommends selling the additional selected timber (Huie sites 4B, 4C, 4F, 9C and Shoal Creek) to the highest bidder, Canal Wood, LLC. Estimated select harvest value in these sites is \$169,186.61. After paying the estimated 6.75% commission (\$11,420.10) to TMI, CCWA will net an estimated \$157,766.51.

A portion of the proceeds from this timber sale will be used for reforestation of harvested areas. As part of an overall land management strategy, we plan to follow-up with site preparation and replanting of trees in all harvested areas. Estimated cost to reforest all of these sites (113 acres) is \$30,000 to \$40,000 depending on the type tree stand we select.



Board Recommendations

As part of the management plan that we prepared for the “Huie Tract”, we recommended the sale of timber in several management units to achieve the objectives of CCWA. A portion of the sales recommended for 2012 and 2013 have been completed. The first bid offerings on Management Units 4B, 4C, 4F, 7B, 7D, 9C and the Shoal Creek Tract are shown below.

Bids were received for these sales on Tuesday, December 11, 2012 at 2:00 p.m. It is our recommendation to accept the high bids for each sale.

Summary for Bids and Recommendations

Timber Buyer	Sale Value	Mgmt. Unit	Sale Type
Canal Wood, LLC	\$ 82,001.01	7B	Lump Sum
Piedmont Forestry, LLC	\$ 73,055.00	7D	Lump Sum
Total	\$ 155,056.01		

Timber Buyer	Estimated Sale Value	Advance Payment	Mgmt. Unit	Sale Type
Canal Wood, LLC	\$ 101,092.61	\$ 60,655.57	4B, 4C and 4F	Per Ton
Canal Wood, LLC	\$ 51,094.00	\$ 30,656.40	9C	Per Ton
Canal Wood, LLC	\$ 17,000.00	\$ 10,200.00	Shoal Creek	Per Ton
Total	\$ 169,186.61	\$ 101,511.97		

Sincerely,
 Todd Hunt
 GA RF 2293

UPON Motion by John Chafin and seconded by Oscar Blalock, it was unanimously

RESOLVED: to award the sale of Huie unit 7B for \$82,001.01 to Canal Wood, LLC; and the sale of Huie site 7D for \$73,005.00 to Piedmont Forestry, LLC with a 6.75% or \$10,466.28 commission paid to TMI. Additionally it was resolved to award the

sale of Huie units 4B, 4C, 4F, 9C and Shoal Creek at per ton rates to Canal Wood, LLC for a lump sum total of \$169,186.61 and a 6.75% or \$11,420.10 commission paid to TMI. A portion of the proceeds, \$30,000 to \$40,000 will go towards the reforestation of harvested areas.

Evaluation of Combining WRF Biosolids for Pelletizing Task Order BC-OP-12-06: The purpose of this Task Order is to evaluate the feasibility and benefits of combining solid streams (dewatered cake or liquid sludge) from the Northeast Water Reclamation Facility (WRF) and/or the Shoal Creek WRF, and to further process at the existing Pelletizing Plant at the W.B. Casey WRF. As primary sludge has led to unstable pellets historically, this study will also consider the option of separating primary sludge from the pelletizing process and providing an independent dewatering and truck loading process at the Casey WRF site for subsequent landfilling. Scope of Services will include a kick off meeting and data gathering; review of existing bio-solids facilities and costs; develop and evaluate bio-solids consolidation alternatives; alternatives review workshop; and final report in the form of a Technical Memorandum.

The Task Order Amount shall not exceed \$69,400. The funding for this task order will be the Water Reclamation Operating Budget. The project managers will be Craig Ferguson of Brown and Caldwell and Jim Poff / Terry Moy for the Clayton County Water Authority.

UPON Motion by Oscar Blalock and seconded by John Westervelt, and with Marie Barber, John Chafin, Sophia Haynes and Sylvia Wright in favor and with Rodney Givens abstaining, it was

RESOLVED: to approve Task Order BC-OP-12-06, Evaluation of Combining WRF Biosolids for Peletizing with Brown and Caldwell for an amount not to exceed \$69,400 and to allow the General Manager to sing the Task Order.

Digital Aerial Photography Update: CCWA uses high resolution aerial photography as the foundation of its Geographic Information System (GIS). This base layer of information supports plan review/design work, stormwater operations and maintenance, pipeline systems management, property/lands, easement mapping and floodplain mapping.

Regular updates of this information are needed to keep up with development and maintain the accuracy of supporting applications. In the past CCWA has followed a schedule of updating aerial photography, topography and impervious surfaces on a 2-4 year cycle based on development activity/changes. The last update was completed in

2009. Because of specific needs to update the stormwater impervious data, CCWA needs to do an update the aerial photography at this time.

The last update was completed as a part of a cooperative contract that was organized by the Atlanta Regional Commission (ARC). Because of the large number of participants and because the United States Geological Service (USGS) also participated in the purchase of the data, final costs to CCWA were less than half of what had been paid in the past.

This year the ARC is again offering a cooperative contract to metro area members and has received proposals to complete the work. To participate, CCWA will need to sign a Memorandum of Agreement (MOA) and transmit a payment for the current estimate to complete its share of the work.

The work to be completed will include flying the coverage area and producing the updated imagery, and supplementary post processing of the data to update commercial impervious areas.

The current schedule to complete the work is as follows: Execute MOA's and contract aerial photography by January 2013; fly coverage area in spring 2013; and post process data and transmit deliverables by fall/winter 2013

Staff recommends CCWA Enter a Memorandum of Understanding with the Atlanta Regional Commission to purchase aerial photography and impervious surface updates for an estimated value of \$60,000. The total not to exceed amounts to be finalized after contract award by ARC and will be paid from the operating funds.

UPON Motion by Sophia Haynes and seconded by John Westervelt it was unanimously,

RESOLVED: to enter into a Memorandum of Understanding with the Atlanta Regional Commission to purchase aerial photography and impervious surface updates for an estimated value of \$60,000. With a total not to exceed amount being finalized after the contract award by ARC.

Proposed Law and Policy Manual Update for Rates and Fees: Staff identified the need to update the CCWA Law and Policy Manual as part of the rate and fee modifications as approved by the Board at the December 2012 meeting. The schedules below show the current sections with the proposed changes. Going forward the intent is to list all rates and fees in Chapter 6 in an effort to efficiently facilitate changes. Staff recommends approval of the proposed updates by the Board to amend Chapter 6 Fees in

its entirety and updated Chapter 8 Customer Service, Sections 13, 27 and 41 of the Clayton County Water Authority Law and Policy Manual by Board Resolution.

Clayton County Water Authority Law and Policy Manual

CHAPTER 6 FEES

Section 1 Rates and General Fees

Single Family Residential Rates			
Tier	Usage	Water Rates	Sewer Rates
1	1,000–3,000	\$2.00	\$2.15
2	>3,000–7,000	\$4.84	\$5.05
3	>7,000–20,000	\$5.95	\$5.05
4	>20,000	\$7.14	\$5.05
All Irrigation Meters—\$7.14 per thousand gallons			
All Other Rates - 5/8, 3/4 and 1 inch meters			
1	1,000–3,000	\$2.75	\$3.00
2	>3,000	\$4.84	\$5.05
-			
All Other Rates – 1.5 inch meters and larger			
1	all usage	\$4.84	\$5.05

Meter Size	Water Base Rate	Sewer Base Rate
All Single Family Residential	\$8.50	\$9.00
All Other	-	-
5/8	\$8.50	\$9.00
3/4	\$9.00	\$9.50
1	\$11.50	\$12.00
1.5	\$20.00	\$30.00
2	\$40.00	\$60.00
3	\$60.00	\$90.00
4	\$75.00	\$112.00
6	\$112.00	\$168.00
8	\$140.00	\$210.00
10	\$168.00	\$252.00

Fee Description	Amount
Stormwater Monthly Rate for Single Family Residential	\$3.75
Stormwater Monthly Rate per stormwater unit for all other accounts	\$3.75
Reconnection Fee for straight piping for single family residential	\$500.00
Reconnection Fee for straight piping for multi-family or commercial	\$1,500.00
Trip Charge for new service, transfer of service or reconnection of service	\$20.00
Trip Charge for turning water off or on for customer's convenience	\$30.00
Charge for relocating a meter from one location to another without CCWA knowledge	\$320.00
Returned Check Fee or Denied Draft per item	\$25.00
Removal of meter for non-payment of account plus any material costs	\$50.00 plus
Small meter test charge if meter is found to be within tolerances	\$100.00
Permanent Fire Hydrant Meter Assembly	\$950.00
Water Theft through a Fire Hydrant plus estimated water use	\$2,500.00
Convenience fee for credit card processing (this is set by credit card processor)	\$2.75
Septage Dumping fee per thousand gallons of septage waste	\$155.00
Administrative fee per truck load for out of county waste	\$25.00

Failure to properly fill out Septage Manifest Form	\$200.00
Industrial Surcharge Resampling Fee	\$200.00
Sewerage Lift Station ten year maintenance fee	\$50,000.00
Watering Restriction Penalty	\$500.00
Uncovering Sewer Tap	\$150.00
Sewer Line Cleaning Charge	\$125.00

Section 2 Customer Connection Fees

RESIDENTIAL (NORMAL WATER AND SEWER)						RESIDENTIAL (NORMAL WATER ONLY)					
Size	Installation	Deposit	Water Impact	Sewer Impact	TOTAL	Size	Installation	Deposit	Water Impact	Sewer Impact	TOTAL
5/8"	\$975.00	\$160.00	\$675.00	\$849.00	\$2,659.00	5/8"	\$975.00	\$80.00	\$675.00	\$0.00	\$1,730.00
3/4"	\$1,020.00	\$160.00	\$675.00	\$849.00	\$2,704.00	3/4"	\$1,020.00	\$80.00	\$675.00	\$0.00	\$1,775.00
1"	\$1,155.00	\$160.00	\$675.00	\$849.00	\$2,839.00	1"	\$1,155.00	\$80.00	\$675.00	\$0.00	\$1,910.00
RESIDENTIAL (PRE-STUB WATER AND SEWER)						RESIDENTIAL (PRE-STUB WATER ONLY)					
Size	Installation	Deposit	Water Impact	Sewer Impact	TOTAL	Size	Installation	Deposit	Water Impact	Sewer Impact	TOTAL
5/8"	\$370.00	\$160.00	\$675.00	\$849.00	\$2,054.00	5/8"	\$370.00	\$80.00	\$675.00	\$0.00	\$1,125.00
3/4"	\$415.00	\$160.00	\$675.00	\$849.00	\$2,099.00	3/4"	\$415.00	\$80.00	\$675.00	\$0.00	\$1,170.00
1"	\$465.00	\$160.00	\$675.00	\$849.00	\$2,149.00	1"	\$465.00	\$80.00	\$675.00	\$0.00	\$1,220.00
COMMERCIAL (NORMAL)						COMMERCIAL (PRE-STUB)					
Size	Installation	Deposit	Water Impact	Sewer Impact	TOTAL	Size	Installation	Deposit	Water Impact	Sewer Impact	TOTAL
5/8"	\$1,050.00	Calculate	Calculate	Calculate	Calculate	5/8"	\$420.00	Calculate	Calculate	Calculate	Calculate
3/4"	\$1,100.00	Calculate	Calculate	Calculate	Calculate	3/4"	\$465.00	Calculate	Calculate	Calculate	Calculate
1"	\$1,255.00	Calculate	Calculate	Calculate	Calculate	1"	\$560.00	Calculate	Calculate	Calculate	Calculate
1-1/2"	\$4,460.00	Calculate	Calculate	Calculate	Calculate	1-1/2"	\$3,970.00	Calculate	Calculate	Calculate	Calculate
2"	\$4,820.00	Calculate	Calculate	Calculate	Calculate	2"	\$4,215.00	Calculate	Calculate	Calculate	Calculate
IRRIGATION						FIRE CONNECTION (NORMAL)				FIRE CONNECTION (PRE-STUB)	
Size	GPD	Installation	Deposit	Water Impact	TOTAL	Size	Installation	Size	Installation		
5/8"	300	\$1,050.00	\$80.00	\$675.00	\$1,805.00	5/8"	\$1,050.00	5/8"	\$420.00		
3/4"	347	\$1,100.00	\$95.00	\$780.00	\$1,975.00	3/4"	\$1,100.00	3/4"	\$465.00		
1"	867	\$1,255.00	\$235.00	\$1,950.00	\$3,440.00	1"	\$1,255.00	1"	\$560.00		
1-1/2"	1733	\$4,460.00	\$470.00	\$3,900.00	\$8,830.00	1-1/2"	\$4,740.00				
2"	2773	\$4,820.00	\$755.00	\$6,240.00	\$11,815.00	2"	\$5,075.00				
CONSTRUCTION-METER WATER AND SEWER					CONSTRUCTION-METER WATER ONLY						
Size	Installation	Deposit	TOTAL		Size	Installation	Deposit	TOTAL			
5/8"	\$1,050.00	\$160.00	\$1,210.00		5/8"	\$1,050.00	\$80.00	\$1,030.00			
DOUBLE CHECK VALVE				FOR INSTALLATION ON EXISTING ACCOUNTS				DUAL-CHECK VALVE			
Size	Installation			Size	Installation			Size	Installation		
5/8"	\$170.00			5/8"	\$110.00			5/8"	\$110.00		
3/4"	\$170.00			3/4"	\$110.00			3/4"	\$110.00		
1"	\$180.00			1"	\$115.00			1"	\$115.00		
RAW WATER WITHDRAWAL PERMIT \$150.00						SEWER TAP FEE		\$2,015.00			
Includes: meter, strainer and box						MINIMUM COST, REQUIRES FIELD CHECK TO VERIFY COST					
Minimum bill is \$3.00 per month during the winter											
Monthly						Rates per thousand gallons					
0 to 30,000 gallons						\$0.50					
30,001 to 60,000 gallons						\$1.00					
Above 60,000 gallons						\$2.00					

Water Impact Fee Calculation rate \$2.25 per gallon per one day use
 Sewer Impact Fee Calculation rate \$2.83 per gallon per one day use
 Minimum Water Impact Fee per unit for Apartments/Mobile Homes \$525
 Minimum Sewer Impact Fee per unit for Apartments/Mobile Homes \$660

Chapter 6
Section 1 - Rates

Description	Usage	Water		Sewer	
		Base Rate	Tier Rate	Base Rate	Tier Rate
Residential					
5/8" meter		\$9.38		\$9.92	
Tier 1	1k-3k		\$2.21		\$2.37
Tier 2	4k-7k		\$5.30		\$5.57
Tier 3	8k-20k		\$6.56		\$5.57
Tier 4	>20k		\$7.88		\$5.57
Commercial / Industrial					
5/8" meter		\$9.38		\$9.92	
3/4" meter		\$9.92		\$10.48	
1" meter		\$12.68		\$13.23	
1.5" meter		\$22.05		\$33.08	
2" meter		\$44.10		\$66.15	
3" meter		\$66.15		\$99.23	
4" meter		\$82.69		\$123.48	
6" meter		\$123.48		\$185.22	
8" meter		\$154.35		\$231.53	
10" meter		\$185.22		\$277.83	
Tiers for all commercial meter sizes					
Tier 1	1k-3k		\$3.03		\$3.31
Tier 2	>3k		\$5.30		\$5.57
<i>Note: Tier 1 applies to 5/8", 3/4", and 1" only</i>					
Other					
Irrigation			\$7.88		
MFC/UFC			\$5.30		
2"		\$3.49			
4"		\$7.81			
6"		\$12.00			
8"		\$23.01			
10"		\$30.11			
12"		\$36.08			
16"		\$42.19			
Hydrant Meter		\$66.15	\$5.30		
Raw Water					
Tier 1	0-30k		\$0.56		
Tier 2	31-60k		\$1.10		
Tier 3	> 60k		\$2.21		
Minimum			\$3.31		

Chapter 6
Section 2 - New Customer Connection Fees

Meter Size	Installation	Deposit	Water Impact	Sewer Impact	Total	Meter Size	Installation	Deposit	Water Impact	Sewer Impact	Total
Residential											
Standard Water and Sewer						Standard Water Only					
5/8"	\$975.00	\$160.00	\$675.00	\$849.00	\$2,659.00	5/8"	\$975.00	\$80.00	\$675.00	n/a	\$1,730.00
3/4"	\$1,020.00	\$160.00	\$675.00	\$849.00	\$2,704.00	3/4"	\$1,020.00	\$80.00	\$675.00	n/a	\$1,775.00
1"	\$1,155.00	\$160.00	\$675.00	\$849.00	\$2,839.00	1"	\$1,155.00	\$80.00	\$675.00	n/a	\$1,910.00
Pre-Stub Water and Sewer						Pre-Stub Water Only					
5/8"	\$370.00	\$160.00	\$675.00	\$849.00	\$2,054.00	5/8"	\$370.00	\$80.00	\$675.00	n/a	\$1,125.00
3/4"	\$415.00	\$160.00	\$675.00	\$849.00	\$2,099.00	3/4"	\$415.00	\$80.00	\$675.00	n/a	\$1,170.00
1"	\$465.00	\$160.00	\$675.00	\$849.00	\$2,149.00	1"	\$465.00	\$80.00	\$675.00	n/a	\$1,220.00
Commercial / Industrial											
Standard						Pre-Stub					
5/8"	\$1,050.00	see calculations	see calculations	see calculations	see calculations	5/8"	\$420.00	see calculations	see calculations	see calculations	see calculations
3/4"	\$1,100.00	see calculations	see calculations	see calculations	see calculations	3/4"	\$465.00	see calculations	see calculations	see calculations	see calculations
1"	\$1,255.00	see calculations	see calculations	see calculations	see calculations	1"	\$560.00	see calculations	see calculations	see calculations	see calculations
1.5"	\$4,460.00	see calculations	see calculations	see calculations	see calculations						
2"	\$4,820.00	see calculations	see calculations	see calculations	see calculations						
Deposit Calculations						Impact Calculation					
Commercial	2 times the monthly average					Average daily usage multiplied by rate					
Multi-family	7000 (avg. gal/month/unit) x 30 (days) x units / 1000 x water/sewer rate x 2					Water	\$2.25		Sewer	\$2.83	
Hotels / Motels	80 (avg. gal/day/unit) x units / 1000 x water/sewer x 2										
Fire Connection						Irrigation					
Standard											
5/8"	\$1,050.00	n/a	n/a	n/a	\$1,050.00	5/8" (300 gpd)	\$1,050.00	\$130.00	n/a	n/a	\$1,855.00
3/4"	\$1,100.00	n/a	n/a	n/a	\$1,100.00	3/4" (347 gpd)	\$1,100.00	\$150.00	n/a	n/a	\$2,030.00
1"	\$1,255.00	n/a	n/a	n/a	\$1,255.00	1" (867 gpd)	\$1,255.00	\$370.00	n/a	n/a	\$3,575.00
1.5"	\$4,740.00	n/a	n/a	n/a	\$4,740.00	1.5" (1733 gpd)	\$4,460.00	\$740.00	n/a	n/a	\$9,100.00
2"	\$5,075.00	n/a	n/a	n/a	\$5,075.00	2" (2773 gpd)	\$4,820.00	\$1,190.00	n/a	n/a	\$12,250.00
Pre-Stub						Temporary Construction					
5/8"	\$420.00	n/a	n/a	n/a	\$420.00	Construction Meter Water and Sewer					
3/4"	\$465.00	n/a	n/a	n/a	\$465.00	5/8"	\$1,050.00	\$160.00	n/a	n/a	\$1,210.00
1"	\$560.00	n/a	n/a	n/a	\$560.00	Construction Meter Water Only					
						5/8"	\$1,050.00	\$80.00	n/a	n/a	\$1,130.00

Chapter 6
Section 2 New Customer Connection Fees (Continued)

Double Check Value					
5/8"	\$170.00	n/a	n/a	n/a	n/a
3/4"	\$170.00	n/a	n/a	n/a	n/a
1"	\$180.00	n/a	n/a	n/a	n/a
Miscellaneous					
Raw Water	\$150.00	n/a	n/a	n/a	n/a
Hydrant Meter	n/a	\$950.00	n/a	n/a	n/a
Sewer Tap (min)	\$2,015.00	n/a	n/a	n/a	n/a

Double Check Value					
5/8"	\$110.00	n/a	n/a	n/a	n/a
3/4"	\$110.00	n/a	n/a	n/a	n/a
1"	\$115.00	n/a	n/a	n/a	n/a

Impact fees determined by calculating daily usage multiplied by rates (based on water at \$2.25 and sewer \$2.83)

Chapter 6
Section 3 - Fees

Customer Fees	
Stormwater Monthly Rate for Single Family Residential	\$3.75
Stormwater Monthly Rate for non-residential per stormwater unit	\$3.75
Raw Water (per thousand gallons)	\$3.31
Deposits - residential	\$80 water & \$160 water/ sewer
Deposits - commercial	2 times monthly average
Late fee	10% of current month's unpaid balance
Convenience fee for credit card processing (per \$500 transaction)	\$2.75
Returned Check Fee or Denied Draft	\$30.00
Service Orders Fees	
New Service	\$25.00
Service off	\$20.00
Disconnect for Non-payment (includes reconnect fee)	\$40.00
After hours premium	\$30.00
Lien fee	\$50.00
Temporary Service – water only	\$55.00
Temporary Service – water / sewer	\$65.00
Water running - 1	\$0.00
Water running - 2	\$20.00
Tamper 1	\$150.00
Tamper 2	\$250.00
Tamper 3	\$500.00
Tampering by multi-family or hotel/motel	\$1,500.00

2013 Fees

Service Orders Fees Continued	
Administrative fee	\$35.00
Residential Trip Charge (Normal Hours) by D&C	\$30.00
Residential Trip Charge (After Hours) by D&C	\$45.00
Non-Residential Trip Charge (Normal Hours) by D&C	\$60.00
Non-Residential Trip Charge (After Hours) by D&C	\$95.00
Small meter test charge if meter is found to be within tolerances	\$100.00
Watering Restriction Penalty	\$500.00
Water Theft through a Fire Hydrant plus estimated water use	\$2,500.00
Fire Hydrant Meter Assembly – deposit	\$950.00
Sewer Surcharge / Septage / Grease Programs	
Septage Deposit	\$3,100.00
Administrative fee per truck load for out-of-county waste	\$25.00
Failure to properly fill out Septage Manifest Form	\$200.00
Septage Dumping fee per thousand gallons of septage waste	\$155.00
Grease Program Re-inspection	\$200.00
Industrial Surcharge Resampling Fee	\$200.00
Sewer Surcharge	BOD \$0.84 TSS \$0.76 N \$1.59 P \$1.88

**Clayton County Water Authority
Law and Policy Manual Updates**

CHAPTER 8 CUSTOMER SERVICE

Section 13 Customer Raw Water Withdrawal Permits

A) Upon proper application therefore, and payment of appropriate fee as established by the Board from time to time, the Authority may allow owners of property contiguous to Authority reservoirs to withdraw raw water for non-domestic, non-commercial use thereof, under the following terms and conditions:

- 1) The Customer must purchase and install equipment, to be provided by the Authority, to measure the raw water use of the Customer. The Authority will make available the appropriate installation components, including the meter, screen, and meter box. The Customer will be responsible for the installation of this equipment, along with any other required equipment which must be installed and utilized by the customer;
- 2) There shall be a fee for the water withdrawn, as measured by the meter, in an amount as set by the Board from time to time. There will be a minimum monthly charge for this service of \$3.00 per month as set by the Board from time to time;
- 3) Subsequent to installation of a meter, a Customer may tender a notice of abandonment of water use, after which the General Manager may waive the Monthly Minimum Charge;
- 4) The right to withdraw water from Authority reservoirs shall at all times be subject to Authority rules and regulations as adopted by the Board from time to time, including water restrictions necessary to protect the assets of the Authority; and
- 5) Raw water withdrawn from Authority reservoirs may only be used for residential outdoor irrigation.

(Reference minutes of March 1, 1990 Page 232, April 5, 1990 Page 235)

Section 27 Septage Discharge

A) The yearly septage fee will be set at the Authority's cost to treat septage waste, based on the Consolidated Annual Financial Report, plus up to 10% rounded off to the nearest dollar. An administrative fee per truck load shall be added to the septage fee for out of county septage waste. Septic tank companies will be charged an administrative fee if they fail to fill out the Authority's required Septage Manifest, and/or fail to provide all requested information on the Septage Manifest or put incorrect information on the Septage Manifest.

B) All septage haulers will be required to establish an account with the Authority, which will include an amount determined by the Authority as a one- time deposit.
(Reference minutes of August 3, 2000 Pages 1176 – 1177)

Section 41 Temporary Service Plan

The Temporary Service Plan shall be administered as follows:

- 1) The Customer is required receive service for at least a seven (7) day period;
- 2) The Customer is required to sign a Temporary Service Agreement as well as the New Service Agreement;
- 3) The Plan shall provide for usage up to and including 2000 gallons;
- 4) The cost for the plan shall be as defined in Chapter 6, Section 3 with any usage over 2,000 gallons to be billed to the Customer.~~follows:~~
 - ~~a. Water Service Only ————— \$50~~
 - ~~b. Water and Sewer Service ————— \$60~~
 - ~~c.a Usage over 2,000 gallons Billed to Customer;~~
- 5) The Temporary Service Fee must be paid upfront and covers the costs of the in order, usage up to and including 2,000 gallons and the out order; and
- 6) Upon request, supervisors shall have the authority to extend temporary service to a fourteen (14) day period. After fourteen (14) days, the customary service deposit is required.

(Reference minutes of October 6, 2011 Pages 4500 – 4502)

UPON Motion by John Westervelt and seconded by Rodney Givens it was unanimously,

RESOLVED: to approve proposed updates by the Board to amend Chapter 6 Fees in its entirety and updated Chapter 8 Customer Service, Sections 13, 27 and 41 of the Clayton County Water Authority Law and Policy Manual by Board Resolution.

Bank Account Signature Resolution: With the recent changes to the Board of Directors Officers, we need to change authorized bank account approved signatures. SunTrust Bank who handles all CCWA accounts requires a resolution by the Board to change the approved signatures. Staff requests the Board approve the new Secretary-Treasurer, Mr. John Westervelt along with Mike Thomas and Mike Bennett as the approved signatures for major account transactions.

RESOLUTION NO. 2013 – 02

A RESOLUTION OF THE CLAYTON COUNTY WATER AUTHORITY
TO DESIGNATE CERTAIN AUTHORIZED REPRESENTATIVES OF
THE AUTHORITY TO SUNTRUST BANK.

WHEREAS, SunTrust Bank currently holds the Operating Accounts for CCWA, including its Master, Accounts Payable, Payroll, Non-Interest Bearing Reserve and Flexible Spending accounts CCWA Revenue, Renewal and Extension, and Debt Service ;

WHEREAS, changes to the CCWA Board of Directors officers requires an updated authorization for signatures and;

WHEREAS, the Authority intends to authorize the Secretary/Treasurer of the Board of Directors, the General Manager and Assistant General Manager to provide authorized signatures to SunTrust Bank;

NOW THEREFORE, be it resolved by the Board of Directors of the Clayton County Water Authority, and by the authority of the same, as follows:

The Secretary/Treasurer, John Westervelt, General Manager, P. Michael Thomas and the Assistant General Manager Mike Bennett, are hereby authorized to execute documents and to update the Authorized Signers Form associated with the Accounts and then deliver said documents to SunTrust Bank, Inc.

[SIGNATURES ON THE NEXT PAGE]

SO RESOLVED this 3rd day of January, 2013.

ATTEST:

CLAYTON COUNTY WATER
AUTHORITY

Walter Marie Barber, Chairperson

Oscar Blalock, Vice Chairman

John L. Westervelt, Secretary/Treasurer

John M. Chafin, Board Member

Rodney Givens, Board Member

Sophia Haynes, Board Member

Sylvia Wright, Board Member

APPROVED AS TO FORM:

Steven M. Fincher, Attorney for
Clayton County Water Authority

CERTIFICATE

I, John L. Westervelt, Secretary of the Clayton County Water Authority, DO HEREBY CERTIFY that the foregoing page(s) of typewritten matter constitute a true and correct copy of a resolution duly adopted by the Clayton County Water Authority, in a meeting of the Clayton County Water Authority duly assembled and at which a quorum was present and acting throughout, on the 3rd day of January, 2013, in connection with the designation of certain persons to be authorized representatives of the Authority to SunTrust Bank, the original of which resolution is duly recorded in the Minute Book of said Authority.

WITNESS my hand and official seal of said Authority this the 3rd^t day of January 3, 2012.

Title: Secretary/Treasurer

(SEAL)

UPON Motion by Sophia Haynes and seconded by Rodney Givens, it was unanimously;

RESOLVED: to approve Secretary-Treasurer, Mr. John Westervelt along with Mike Thomas and Mike Bennett as the approved signatures for major account transactions.

Bond Refinancing Services RFP: It is CCWA's intent to procure services to assist us with refinancing portions of our 2003 and 2004 Revenue Bonds. CCWA staff developed Requests for Proposals for both Bond Underwriting and Legal Services. The RFPs include evaluation criteria for qualifications/experience, project understanding and approach, reference and cost. There being no disagreement from the board, CCWA staff will last page of these documents (shown below) shows how we would intend to evaluate these proposals; but, we seek input from the Board to finalize this approach. The schedule will likely need to be modified to allow for a Committee of the Board to also be involved in the evaluation of the responses.

After some brief discussion on the capture and determination of years and quantity of service and the interview process, and there being no disagreement from the Board Members, CCWA staff will finalize the RFP and begin the advertisement

UPON Motion by Sophia Haynes and seconded by Rodney Givens, it was unanimously

RESOLVED to approve staff to move forward with the Bond Refinance Services RFP for underwriting and legal services and to form a committee of the Board to participate in the selection process.

Revised Recommendation for the Purchase of Laptops and Toughbooks: Technology Refresh Review of Laptop Award; the Board awarded the FY2012 Technology Refresh purchases during the September 2012 Board meeting. Unfortunately from the time the bids were opened to the time the orders were prepared and presented to the vendors the models awarded for laptops and ruggedized laptops were no longer available and the available models meeting the required specifications could not be obtained at the awarded price. Due to the rate that this class of technology changes this will continue to be a potential issue in the future.

Staff queried those resellers listed on State of Georgia Contract for new quotes based on the following specifications: Lenovo laptops – model T530 with a Core i7 processor, 4GB memory, Windows 7 Pro 64 bit, 3 year manufacture warranty; Panasonic Toughbook (ruggedized laptops) – model CF-F3 with a Core i5 processor, 4GB memory,

Windows 7 Pro 64 bit, 3 year manufacture warranty.

	Laptops	Ruggedized Laptops
Units Budgeted	12	10
CDW-G	\$1,112.00	\$1,675.00
Eastern Data	\$1,133.00	NO QUOTE

For the remainder of FY2012 Technology Refresh equipment, Staff request permission to purchase from a vendor listed as a reseller under State of Georgia Contract that provides the lowest quote. Staff additionally request ability to handle future annual technology refresh purchases based on this guideline after receiving annual approval from the Board during the May Board meetings.

UPON Motion by John Westervelt and seconded by Sylvia Wright, it was unanimously

RESOLVED to to purchase the remainder of the 2012 Technology refresh from a state contractor vendor under the State of Georgia Contract and to additionally allow staff to handle future annual technology refresh purchases based on the same guidelines after receiving annual approval from the Board during budget approvals.

UPON Motion by John Westervelt and seconded by Sophia Haynes it was unanimously

RESOLVED: that the Board adjourn into executive session for land, legal, and personnel issues. The Board reserves the right to return to open session.

The Board returned to open session.

UPON Motion by Oscar Blalock and seconded John Westervelt, it was unanimously

RESOLVED: to approve the Executive Sessions Minutes of January 3, 2012.

Updates from the General Manager: Mr. Thomas noted that with the change of Officers, a few items needed to be addressed.

- The schedule for Agenda review and finalization has changed. The plan going forward will be to review the Proposed Agenda with Chairperson Barber, Thursday prior to the regularly scheduled Board Meeting. Following that meeting, the Proposed Agenda will be finalized. Upon finalization, items would only be added as a matter of urgency or removed in cases of need with a Board Motion and Vote at the regular scheduled board meeting in the open meeting;
- After some discussion, the Board okayed finalizing the Agenda on the preceding Thursday and decided to add two additional items to the Agenda
 - Approval of Board Minutes at the beginning of each Board Meeting
 - Board Member comments along with the General Manager Comments
- Legal Counsel also reminded board members of communications rule changes amongst Board Members from the Attorney General;

Mr. Thomas advised the Board that in order to maximize the best time frame for the Bond Refinancing Services, staff is recommending that the advertising be to 2-weeks due to bond volatility.

UPON Motion by Rodney Givens and seconded by Oscar Blalock, it was unanimously

RESOLVED: to decrease the advertising time for each of the Bond Refinancing Services from 4-weeks to 2-weeks as recommended by staff.

Mr. Thomas informed the Board that while previous discussions with a property owner near the Smith Reservoir had not produced a land swap, the property owner is still interested in selling the property. Mr. Thomas requested permission that he and Secretary/Treasurer Westervelt are allowed to enter into discussions and negotiations for a possible purchase of the property. Mr. Thomas reiterated that this was not to negotiate a purchase; but rather to negotiate parameters for a possible purchase to present to the Board for further consideration.

Mr. Thomas requested input on dates for the Board Retreat in April. Two dates were presented, and after consideration the Board selected to have the Board Retreat on April 11 and 12, 2013.

Mr. Thomas informed the Board that the Clayton County Chamber of Commerce 59th Annual Banquet was scheduled for January 26th and asked if any members were interested in attending. Attendance was favorable; staff is directed to purchase one table to the event.

UPON Motion by Sophia Haynes and seconded by Oscar Blalock it was unanimously

RESOLVED: to adjourn the regular session board meeting.

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

Walter Marie Barber, Chairperson

John Westervelt, Secretary/Treasurer