

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting, January 5, 2012

Chairman, Pete McQueen, called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, John Chafin, Secretary/Treasurer, Marie Barber, Board Members, John Westervelt, Rodney Givens and Sophia Haynes; General Manager, P. Michael Thomas, Deputy Manager, Mike Bennett, Legal Counsel, Steve Fincher of Fincher, Denmark & Williams, other CCWA staff and visitors.

Chairman McQueen called on Michael Shinn, Senior Engineering Technician, to give the invocation.

Approval of Minutes: Chairman McQueen called for any omissions or additions to the Regular and Executive Session Board Meeting minutes of December 1, 2011. Hearing none, the minutes were approved as presented.

Financial and Statistical Report: Chairman McQueen called on Emory McHugh, Finance Director, to give our financial report. Mr. McHugh reviewed the financial information that was given to the Board for the period ending November 30, 2011.

Hooper 24" Watermain Replacement Project Summary: Chairman McQueen called on Mike Bennett, Deputy Manager and Interim Distribution & Conveyance Manager, to present an overview of the Hooper 24" Watermain Replacement Project Summary. Contributing to the success of this project are the coordinated efforts of Distribution & Conveyance staff and staff at the Hooper, Hicks and Smith Plants.

Stream Restoration Design Task Order and Grant Contract Recommendation: Chairman McQueen called on Kevin Osbey, Manager of Stormwater Management to present the Stream Restoration Design Task Order and Grant Contract Recommendation.

The CCWA Watershed Management Plan identified East Jesters Creek as degraded due to historic land use practices that removed natural vegetation which protected the stream banks. The channel does not promote suitable habitat for fish and macro invertebrates resulting in poor water quality for the stream. East Jesters Creek is one of CCWA's water supply watersheds. CCWA had previously restored four other segments of this stream totaling approximately 10,500 feet.

CCWA staff has worked with Brown & Caldwell to develop a scope that would provide a conceptual design which targets stream degradation, improving biological habitat, and reducing bank erosion, while developing a cost effective restoration plan. B&C will also look at other potential upstream best management practices (BMP's) that could improve water quality before drainage enters the stream. A project cost estimate will also be developed.

CCWA has received a grant from the Georgia EPD 319 program (nonpoint source pollution control) that will provide partial funding (up to 60% Federal match) for design, construction, and construction management activities associated with improving this 2,050 foot segment of East Jesters Creek. The grant is currently authorized for \$310,000 in Federal funding but an additional \$200,000 is available depending on the final project budget.

CCWA staff is requesting approval of the following two items:

1. Brown & Caldwell Task Order for conceptual stream restoration design at a not to exceed cost of \$29,456; and
2. Approval of a contract with the Georgia Environmental Protection Division for a grant for 60% of project costs up to a maximum of \$510,000.

**Project Managers:**

- Brown & Caldwell - Aylin Lewallen
- Clayton County Water Authority – Kevin Osbey

**Funding:**

The Conceptual Design Cost will be funded by CCWA Stormwater revenues and Georgia EPD 319 (once executed)

UPON Motion by Marie Barber and seconded by John Chafin (with Rodney Givens abstaining) it was

RESOLVED: to approve staff's recommendation to award Brown & Caldwell a Task Order BC-SW-11-03 for East Jesters Creek Stream Restoration – Phase 5 Concept Design at a not to exceed cost of \$29,456 and to authorize the General Manager to sign the Task Order.

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

**RESOLVED:** to approve entering into a contract with the Georgia Environmental Protection Division for a grant valued at 60% of project costs for the East Jesters Creek Phase 5 stream restoration for a not to exceed amount of \$510,000 and to authorize the General Manager to sign the contract documents.

HQ Building Modifications – recommended Design Changes: Chairman McQueen called on Terry Moy, Manager of Program Management and Engineering to present the HQ Building Modifications – recommended Design Changes.

The design team mobilized after Board approval in July. Work completed includes detailed mechanical, electrical system and site surveys and concepts for public space areas including the new community use/conference room and water feature.

The team prepared and submitted the 50% design package for CCWA review and comment which included drawings, specifications and a milestone construction cost opinion. The estimated construction costs are significantly higher than anticipated due to work that was not originally included in the space study as well as design enhancements that were developed as a part of the preliminary design validation process.

Staff have worked with the design team to complete a detailed evaluation of all costs and has prepared a summary of alternatives to consider in defining the path forward for this project. Upon review, the Board directed the staff to proceed with option two with a budget target of three million dollars, or less.

Easements for Georgia National Guard Sewer Extension: Chairman McQueen called on Mike Thomas, General Manager to discuss easement needs for the Georgia National Guard Sewer Extension.

CCWA has continued to support work associated with the Base Realignment and Closure (BRAC) plan for Fort Gillem. Two existing CCWA water customers, The Georgia National Guard and an adjacent housing complex, that will lose access to sewer service when the transition takes place have requested an extension of existing sanitary sewers.

The work includes the construction of approximately 3,700 linear feet of 8-inch diameter gravity sewers. The work will replace one of two private pump stations and related force mains. The surveys, engineering and design of the project were completed by CCWA. In November, the Board approved a contract for construction of the sewer line.

CCWA staff has been working on obtaining the necessary easements for the sewer line. Five of the required six easements have been obtained but we have been unable to finalize an agreement with the joint owners of three parcels shown on the attachments.

The requested permanent easement is 427 feet in length and 20 feet wide along with an additional temporary construction easement of another 20 feet in width. It has been valued by a professional appraiser at \$8,225.00.

Due to the time sensitive nature of this project, CCWA staff is requesting permission to move ahead with condemnation if necessary. We will continue to negotiate with the assistance of our attorney but need to move the process forward so sewer service for the National Guard Armory is not in jeopardy.

UPON Motion by Marie Barber and seconded by Oscar Blalock it was, by a 6-1 vote with Mr. Chafin voting against,

RESOLVED: to approve staff to move forward with the condemnation if necessary, and also authorize staff to negotiate the purchase of the easement at a not to exceed cost of \$16,000.

Upon Motion by Oscar Blalock 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.

Mr. Thomas informed the Board that an additional \$3,264 of cell tower lease revenue would be needed to cover expenditures of the Hardship Program administered by Clayton County Care to assist those in need with their water bills. Procedures will be put into place to avoid exceeding the Hardship Program budget in future years.

Mr. Thomas gave the Board an overview of his findings of the Water Authorities Level of Service metrics for hiring from within. A study showed that over the last two years, the Water Authority has filled 77% of its non-entry level positions with current Water Authority personnel. Mr. Thomas insured the Board that personnel will continue to focus on succession planning and employee development.

Mr. Thomas informed the Board of the critical account status of Southern Springs Apartment complex also known as Mt. Zion Properties. The property is currently past due and has not been current for several years. The property has established a pattern of not paying their bill in full. CCWA has coordinated efforts with the Clayton County Fire Department and Clayton County Code Enforcement to start the process of disconnection which can lead to condemnation.

Mr. Thomas reminded the Board of the Budget Retreat scheduled for April 5th & 6th, 2012 and suggested that the meeting on Thursday begin at 10:00 a.m. and run until 5:00 p.m.

Ms. Haynes provided an update on the committees' progress in setting performance standards for General Manager and succession planning.

CCWA received a recommendation from the OPEB trustee committee to remain in agreement with SunTrust Bank as our trustee for our OPEB Trust to manage the trust at a fee of \$7,500 annually.

UPON Motion by John Westervelt and seconded by Marie Barber it was unanimously

RESOLVED: to select SunTrust Bank as our trustee to manage the Water Authority's OPEB (Other Post Employee Benefits) Trust Fund at an annual fee of \$7,500.

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

UPON Motion by Chairman McQueen and seconded by Rodney Givens it was unanimously

RESOLVED: to adjourn the regular session board meeting.

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Pete McQueen, Chairman

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Walter Marie Barber, Secretary/Treasurer