

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, November 2, 2006

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

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, Lloyd Joiner, Secretary/Treasurer, Marie Barber, Board Members, John Westervelt, John M. Chafin and Doug Bonner. General Manager, M. Wade Brannan, Deputy Manager, Terry R. Hicks, Department Managers, Mike Thomas, Guy Pihera, Herbert Etheridge, Jim Poff and Teresa Adams, Project Engineer, Mike Buffington, Finance Director, Emory McHugh, Customer Accounts Director Morris Kelly and Labeebah Thompson, Contract & Procurement Administrator, Karen Riser, Network Administrator, Chris Sims, Human Resources Director, Ed Durham, Public Information Officer, Suzanne Brown, and Executive Secretary, Janet Matthews. Also present were: Steve Fincher of Fincher, Denmark & Williams, and Mike Bennett from CH2M Hill, Janie Herron, Clayton County Board of Commissioners, Rosalind Sconiers, Sconiers Homeless Preventive Organization, Indya Grier, Michael Richardson, and Adolphus Graves of Clayton County Juvenile Court. Ms. Herron, Ms. Sconiers, Ms. Grier, Mr. Richardson, and Mr. Graves are all graduates of Clayton County Grassroots Leadership. CCWA employees present were: Monte Ellis and Willie McCune. Board member, Wes Greene, was not present.

Chairman McQueen welcomed everyone to the meeting and noticed that we had some guests in the audience and asked Ms. Barber if she would introduce them.

Ms. Barber stated that the guests were recent graduates of the Clayton County Grassroots Leadership class. Those visiting were: Janie Herron from the Clayton County Board of Commissioners, Rosalind Sconiers of Sconiers Homeless Preventive Organization, Indya Grier, Michael Richardson, and Adolphus Graves from the Clayton County Juvenile Court.

Chairman McQueen called on Willie McCune 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 Thursday, October 5, 2006. 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 five-month period ending September 30, 2006.

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Mr. Brannan stated that funds will be needed for our capital improvement program for the Huie Wetlands Phase IV project. He recommends a transfer to the R&E fund from the revenue fund in the amount of six million dollars (\$6,000,000) to be designed for this project.

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

RESOLVED: to approve the transfer to the R&E fund in the amount of six million dollars (\$6,000,000) for the Huie Wetlands Phase IV project.

Employee Service Recognition: Chairman McQueen called on Terry Hicks, Deputy Manager.

Mr. Hicks wanted to take a moment to thank the Board for the opportunity, for the last three and a half (3 ½) years, to recognize employees for their years of service. In that time, ninety-nine (99) employees have been recognized with a total of nineteen hundred ninety-five (1,995) years of service. Mr. Hicks added that the average per employee is about twenty (20) years. Most of those recognized have worked with Mr. Hicks, some pretty close through the years, and it has been a lot of fun for Mr. Hicks. Two or three employees have asked if Mr. Hicks will be available next year to give them their pins. If the Board is willing, you might see Mr. Hicks up here next year.

Mr. Hicks introduced Monte Ellis, who has been with the Authority for thirty (30) years. Monte started with us as a Wastewater Plant Operator, Class III, at the R. L. Jackson Plant and stayed there for quite a number of years. Monte was a right hand to the Supervisor. Monte was born in Atlanta and raised in Forest Park. He is currently our Environmental Compliance Inspector. Monte oversees the Authority's grease program, which involves any business that has a grease trap, such as restaurants, in our service area. Mr. Hicks congratulated Monte for all his hard work for the past thirty (30) years.

Chairman McQueen thanked Monte for his dedication and the Board gave him a round of applause as Ms. Brown took a photo.

Oil & Lubricant Recommendation: Chairman McQueen called on Teresa Adams, Manager of General Services, who stated that CCWA's annual purchase of oil and lubricant products is under twenty thousand dollars (\$20,000). Staff recommends purchasing oil and lubricant products from the low bidder B&B Oil as of November 2, 2006. Additional quotes will be periodically requested to insure the lowest prices available for the purchase of oil & lubricant materials.

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Clayton County Water Authority
Purchasing Oil and Lubricant Products
Quotations
November 2006

DESCRIPTION	PACKAGING	B & B OIL Forest Park	BLALOCK OIL Jonesboro	BOWEEVILE Jonesboro
HYDRAULIC FLUID AW46	BULK	4.78/GAL	5.44/GAL	7.78/GAL
HYDRAULIC FLUID AW46	55 GAL. DRUM	5.78/GAL	5.83/GAL	8.94/GAL
DEXRON 3	12 QT. CASE	7.45/GAL	10.64/GAL	10.64/GAL
MARSON GREASE	120 LB. KEG	1.58/LB	1.8425/LB	2.7124/LB
85W140 GEAR OIL	16 GAL. KEG	8.65/GAL	12.30/GAL	14.9443/GAL
5W20 MOTOR OIL	BULK	7.85/GAL	NO BID	10.30/GAL
5W20 MOTOR OIL	55 GAL. DRUM	7.96/GAL	NO BID	12.33/GAL
5W20 MOTOR OIL	12 QT. CASE	8.60/GAL	NO BID	12.7564/GAL
5W30 MOTOR	BULK	6.29/GAL	NO BID	10.30/GAL
5W30 MOTOR OIL	12 QT. CASE	8.55/GAL	11.17/GAL	12.05/GAL
15W40 MOTOR OIL (XL)	BULK	6.31/GAL	7.49/GAL	9.81/GAL
15W40 MOTOR OIL	12 QT. CASE	8.23/GAL	11.12/GAL	13.51/GAL
KAPPA DHD MOTOR OIL	BULK	6.48/GAL	BO BID	NO BID
KAPPA DHD MOTOR OIL	12 QT. CASE	9.14/GAL	NO BID	NO BID

CCWA's annual purchase of oil and lubricant products is under \$20,000. From July 1, 2005 to October 11, 2006 (15months), CCWA purchased \$10,491 of oil and lubricant products.

UPON Motion by Marie Barber and seconded by Doug Bonner it was unanimously

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RESOLVED: to purchase oil and lubricant products from the low bidder B&B Oil as of November 2, 2006. Additional quotes will be periodically requested to insure the lowest prices available for the purchase of oil & lubricant materials.

SR 138 Construction Update: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, who gave the Board a project update on the SR 138 Water main Relocations.

State Route 138 Watermain Relocations

Estimated cost and funding:

- The estimated cost of this relocation work was \$823,006.34 to be funded by the Renewals & Extensions Fund
- All originally planned Relocation activities have been completed with minor activities continuing until the fall of 2007
- Expended to date - \$957,050.05

Potential Additional Work

- Potential additional work includes lowering 300' of 30" main on SR 138 Spur - \$65,400.00
- Lowering 400' of 6" main on Walt Stephens Rd - \$25,000.00
- Lowering 250' of 8" main on Bamby Ln - \$12,500.00
- Estimated total expenditure for the project - \$1,059,950.05

Staff is asking for approval of the revised estimate for work for the State Route 138 Water Main Relocations in the not to exceed amount of one million fifty-nine thousand nine hundred fifty dollars and five cents (\$1,059,950.05).

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

RESOLVED: to approve the revised estimate for work on the State Route 138 Water Main Relocations in the not to exceed amount of one million fifty-nine thousand nine hundred fifty dollars and five cents (\$1,059,950.05).

Community Use Building Operation Analysis: Chairman McQueen called on Guy Pihera, Manager of Water Production, who gave the Board a summary on our Community Use Buildings. This information is based on the averaged usage over the last three (3) years.

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COMMUNITY USE BUILDING SUMMARY



Shamrock CUB

Rental Fees:

Standard: \$400 per day (\$300 compliance deposit)

Business: \$200 per day (\$50 compliance deposit)

Monday through Thursday (8am – 6pm)

Use Summary: (3 year averages)

Rentals: 125 days (115 weekend; 10 weekday)

CCWA Use: 23 days (3 weekend; 20 weekday)



JW Smith CUB

Rental Fees:

Standard: \$200 per day (\$200 compliance deposit)

Business: \$100 per day (\$50 compliance deposit)

Monday through Thursday (8am – 6pm)

Use Summary: (3 year averages)

Rentals: 70 days (60 weekend; 10 weekday)

CCWA Use: 12 weekday

Note: Current fee schedule in effect since July 2001

Water Reclamation 31,000 GVWR Cab & Chassis Recommendation: Chairman McQueen called on Jim Poff, Manager of Water Reclamation, who stated that this is a bid for a thirty-one thousand (31,000) pound cab & chassis that will be used to mount a dump body on. We received a letter from the low bidder, Middle Georgia Freightliner, who wanted to withdraw their bid. With the withdrawal of the low bid from Middle Georgia Freightliner, staff's recommendation is to purchase one 2007 Freightliner M2106 from the second lowest bidder, Atlanta Freightliner, in the amount of forty-seven thousand eight hundred sixty-five dollars (\$47,865.00).

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Clayton County Water Authority
31,000 pound Cab & Chassis
November 2006

Vendor	Bid	Make/Model
Atlanta Freightliner Truck Sales & Service Attn: Al Seiler 5884 Frontage Rd. Forest Park, GA. 30297	\$47,865.00	2007 Freightliner M2106
Middle Georgia Freightliner Attn: Wes Hearn 6391 Hawkinsville Rd. Macon, GA. 31206	\$47,192.00	2007 Freightliner M2106
Peach State Truck Centers 100 Sterling Place McDonough, GA 30253	No Bid	
LJL Truck Center 2855 Broadway Macon, GA 31206	No Bid	
Bill Heard Chevrolet/International 6301 Veterans Parkway P.O. Box 8888 Columbus, GA 31908	\$51,371.49	2007 International 4300
Nalley Motor Trucks 2560 Moreland Avenue Atlanta, GA. 30315	\$51,897.00	2007 International 4300
Peach State Truck Center 6535 Crescent Drive Norcross, GA 30091	No Bid	

Recommendation: With the withdrawal of the low bidder, Middle Georgia Freightliner, Staff recommends purchasing one 2007 Freightliner M2106 from the second lowest bidder, Atlanta Freightliner, in the amount of \$47,865.00. This purchase, with a dump body, was budgeted at \$57,000.

UPON Motion by John Chafin and seconded by Lloyd Joiner it was unanimously

RESOLVED: to approve the withdrawal of the low bidder based on the letter of request received from them and to purchase one 2007 Freightliner M2106 from the second lowest bidder, Atlanta Freightliner, in the amount of forty-seven thousand eight hundred sixty-five dollars (\$47,865.00).

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Water Reclamation 14' Dump Body Recommendation: Mr. Poff added that this recommendation is for the 14' Dump Body to go on the Cab & Chassis that the Board just approved. Staff recommends purchasing this dump body from the low bidder, Interstate Truck Equipment, Incorporated, in the amount of seven thousand four hundred forty-one dollars (\$7,441).

Vendor	Bid	Model #
TBEI Heil Attn: Danny Cancel 500 Lee Industrial Blvd. S.E. Austell, GA 30168	No Bid	
Interstate Truck Equipment, Inc. P.O. Box 87457 Atlanta, GA. 30337	\$7,441	ITE1496FBD
Fontaine Truck Equipment P.O. Box 278 Forest Park, GA. 30298-0278	\$8,720	FTEC 14/96
OX Bodies, Inc. 719 Columbus Street East P.O. Box 886 Fayette, AL 35555	No Bid	
Warren Truck Equipment 300 Planters Drive Columbia, SC 29209	No Bid	
Park Built Truck Equipment 2661 US 82 West Sylvester, GA. 31791	No Bid	
Superior Truck and Equipment 66 Arcado Rd. Lilburn, GA. 30047	\$8,294	Superior 14'
Ranews Truck Equipment 1308 Highway 41 North Milner, GA. 30257	No Bid	
Smyrna Truck Equipment 2158 Atlanta Road Southeast Smyrna, GA 30080	No Bid	

Recommendation: Staff recommends purchasing one 14' Flat Bed dump body from the low bidder, Interstate Truck Equipment, Inc., in the amount of \$7,441. This purchase,

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with a cab & chassis, was budgeted at \$57,000. Cab & chassis was purchased for \$47,865, which left \$9,135 for the dump body.

UPON Motion by John Westervelt and seconded by Lloyd Joiner it was unanimously

RESOLVED: to approve the purchase of one 14' Flat Bed dump body from the low bidder, Interstate Truck Equipment, Inc., in the amount of seven thousand four hundred forty-one dollars (\$7,441).

Brown Road Lift Station Easement Condemnation: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who explained that we have been working on the design of the Brown Road Lift Station, which is one of our Master Plan projects identified in our 2005 Master Plan update. Part of the force main will be on Highway 54, which the DOT plans to widen. The Authority is trying to obtain easements outside the right-of-way. Out of fourteen (14) total easements needed for the project, the Authority has been able to obtain thirteen (13).

In order to keep the lift station in operation while we build a new one adjacent to it, we need a little bit of room to operate while we are building it. The permanent easement is only four hundred sixty-nine point sixty-three (469.63) square feet and the temporary construction easement is sixteen hundred forty-six point twenty-two (1,646.22) square feet. When the Authority approached the homeowner about the easement, they were asking more than we thought we were authorized to pay. There was some discussion.

The Board asked that this discussion be moved to Executive session and they would revisit this subject at that time.

Bank Signature Card Recommendation: Chairman McQueen called on Mr. Brannan who stated that in the next sixty (60) days the Authority will need to give Mike Thomas, the incoming General Manager, authorization to sign for the Authority. With the Board's approval, we will put this process in motion with our financial institution.

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

RESOLVED: to authorize the updating of our account signature cards adding Mike Thomas, the incoming General Manager, to be able to sign financial documents on behalf of the Authority effective December 23, 2006.

UPON Motion by Lloyd Joiner and seconded by John Chaffin it was unanimously

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

The Board returned to open session.

After discussion in Executive Session, Chairman McQueen called for a motion for the Brown Road Lift Station Easement Condemnation.

UPON Motion by John Chafin and seconded by Marie Barber it was

RESOLVED: to authorize staff to proceed with the Brown Road Lift Station Easement Condemnation.

Also after discussion in Executive Session, Chairman McQueen called for a motion for the designated recycling sites for the Correctional Institute.

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

RESOLVED: to deny a request by the Clayton County Correctional Institute to use a portion of the Huie NTS site for a designated recycling site.

Mr. Brannan stated that at the WEFTEC conference some of the Board members looked at video equipment that is available now. The Authority recommends purchasing Ques Software Equipment in the amount of twenty-one thousand two hundred dollars (\$21,200) for video equipment to interface with our Cityworks and GIS data. While this is a single source procurement, it is software manufactured by the maker of the video equipment, which we already own, and will interface with our current Cityworks and GIS software. The budgeted amount for this equipment is twenty-two thousand dollars (\$22,000).

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

RESOLVED: to approve the purchase of Ques Software Equipment in the amount of twenty-one thousand two hundred dollars (\$21,200) for video equipment to interface with our Cityworks and GIS data.

Mr. Brannan stated that the current boot allotment for the Water Authority is ninety dollars (\$90) a year to purchase steel-toed boots. With an increase in costs for these boots, we recommend increasing the allotment to one hundred ten dollars (\$110).

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

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RESOLVED: to approve the increase in the annual boot allotment from ninety dollars (\$90) to one hundred ten dollars (\$110).

Mr. Brannan stated that as a part of the Stormwater program, approximately 19 positions will be needed. Some of these positions will need to be filled before we take the program over completely. At this time the program needs two (2) inspectors and one (1) Stormwater Technician. With the Board's approval Mr. Brannan will proceed with the process to hire these positions. The Stormwater Utility will reimburse the Authority for any costs related to the hiring of staff for the Stormwater Utility.

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

RESOLVED: to approve Mr. Brannan to proceed with the process to hire these three positions for the Stormwater Utility.

Mr. Brannan stated that due to issues that have developed during the implementation of the Customer Information System, funds need to be re-designated to cover costs relating to these issues. Since these funds will cover in-house labor expenses and those expenses were budgeted in our normal operating budget and in the project budget, then these funds will only be re-designated from our normal operating budget to the project budget, which will not require any additional money just re-designated money. With the Board's approval, Mr. Brannan requests approval to re-designate two hundred fifty three thousand eleven dollars (\$253,011) to cover these implementation costs.

UPON Motion by Lloyd Joiner and seconded by John Westervelt it was unanimously

RESOLVED: to approve staff's recommendation to re-designate two hundred fifty three thousand eleven dollars (\$253,011) to cover implementation costs relating to the Customer Information system.

Mr. Brannan stated that when the Authority purchased the Jonesboro water system there were six (6) well sites. Of the six (6) sites, we have only been able to locate three (3). Some of these old well sites have buildings or other structures located around them. Mr. Brannan added that these old well sites need to be demolished and the wells capped. Mr. Fincher has looked at the contract and, from a liability standpoint, recommends that we do away with these wells.

The Board recommended that Mr. Brannan come back to the Board with the costs involved to demolish and cap these old wells.

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Mr. Brannan reminded the Board of the dedication of the Terry R. Hicks Water Production Complex next Wednesday, November 8th, at 10:00 a. m.

Chairman McQueen announced that Wade and Terry's retirement event will be held on Tuesday, December 12th, at the Shamrock Community Use Building from 5:30 p.m. to 7:30 p.m.

Mr. Hicks stated that he was not able to speak at the last meeting but wanted to thank the Board for naming the Water Production Complex after him.

Chairman McQueen asked if there was any more business to bring before the Board.

Upon Motion by John Chafin and seconded by Lloyd Joiner it was unanimously

RESOLVED: that the regular session board meeting be adjourned.

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

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer