

## CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road  
Morrow, Georgia 30260

Regular Board Meeting, August 4, 2005

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, Wes Greene, John Westervelt, Allan R. Smith and John M. Chafin. General Manager, M. Wade Brannan, Deputy Manager, Terry Hicks, Department Managers, Guy Pihera, Mike Thomas, Teresa Adams, and Herbert Etheridge, Finance Director, Emory McHugh, Customer Accounts Director, Morris Kelly, Project Manager, Mike Buffington, Human Resources Director, Ed Durham, Contract & Procurement Administrator, Karen Riser, Public Information Officer, Suzanne Brown, Administrative Secretary, Carla Clark, and Executive Secretary, Janet Matthews. Also present were: Steve Fincher of Fincher & Hecht, L.L.C., Rick Hirsekorn of CH2M Hill, Chris Wood and Bryan Harris of Jim Wood & Associates Public Relations. Also in attendance were CCWA employees: Curtis Price, Charles Bowden, Roy "Buddy" Gardner, Connie Bowen, Jeff Brandon, Michael Crews, Stephen Gibbs, Bruce Taylor, and intern, Laurence Reed.

Chairman McQueen called on Ed Durham, 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, July 7, 2005. Hearing none they were approved as received.

Financial and Statistical Report: Chairman McQueen called on Emory McHugh, Finance Director, who first updated the Board on the audit. The financial statements have been reviewed here in Atlanta and are now with KPMG in New York City. Once KPMG signs off on them and gives us an opinion letter, we will be ready to publish the audit. Hopefully, the audit, which is published in-house, will be distributed to the Board in the next two weeks or so. Mr. McHugh added that there is good information in the audit along with some comparative statements this year.

Mr. McHugh stated that the financial information is on page 5 of your agenda book. As a point of reference, this is only the June 30th statement and covers two months of financial information.

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Board member, John Chafin, asked Mr. McHugh what was in the “other receivables” figure.

Mr. Hicks stated that they would have an answer for Mr. Chafin before the meeting was over.

Mr. Brannan asked Connie Bowen to come forward and join Mr. McHugh. Mr. Brannan stated that Emory and his staff had submitted for the “Distinguished Budget Presentation Award” and were awarded that through the Government Finance Officers Association. The Authority has been recognized with a “Certificate of Achievement for Excellence in Financial Reporting” for seventeen years, but this is the first time that the company has won the Budget award. Out of nine hundred (900) of these that are issued nationwide, there are only thirty (30) in the state of Georgia. Mr. Brannan wanted to congratulate and recognize Emory and his staff, especially Connie, for the excellent work that they are doing in Accounting. Emory and Connie received a round of applause.

Chairman McQueen commended Emory and Connie along with the entire Accounting staff for this award and their hard work.

Board member, John Westervelt, stated to Mr. McHugh that “other receivable funds” looks like “due from other funds” which are monies moving from one fund to another.

Employee Recognition: Chairman McQueen called on Herbert Etheridge, who stated that he had a large group of employees here last month who passed their state Wastewater Collections Operators Certifications. These two gentlemen could not be here last month because they were out working, but we wanted to bring them in today and recognize them.

Mr. Etheridge introduced Mike Crews who is an equipment operator in our waterline section. Mike has received his Water Distribution license within the last year and now has gone the next step and has received his Wastewater Collections certification. Mike is one of the ten or twelve employees that have both of these certifications now, which is unusual in the state of Georgia. Mr. Etheridge thanked Mike for getting that certification.

Mr. Etheridge next introduced Roy Gardner, but we call him “Buddy”, who has been with the Authority 7½ years. After about a year in the water reclamation department, Buddy came over to Wastewater Maintenance. Buddy also passed his

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Wastewater Collections certification. Mr. Etheridge thanked Buddy for all his hard work in passing this certification and thanked the Board for their support to allow our employees to obtain these certifications which make us a stronger organization.

The Board gave a round of applause for Mike and Buddy as our PIO, Suzanne Brown, took some photos.

Chairman McQueen thanked Mike and Buddy for all they do for the Authority.

Chairman McQueen called on Guy Pihera, Manager of Water Production, who introduced Stephen Gibbs who is an operator at the Freeman Road facility. Stephen came to the Water Authority in 1997 and was working with the General Services department up until about a year ago when he came to the Freeman Road plant as a water operator. Stephen already had enough experience that he had put in through unpaid volunteer hours to take his certification exam with the state. This certification has about a fifty percent (50%) pass rate and Stephen passed on his first try. Mr. Pihera congratulated Stephen and welcomed him into the department.

Chairman McQueen thanked Stephen for all his volunteer hours and his passing the certification exam as Ms. Brown took some photos.

Chairman McQueen called on Mike Thomas, Manager of Program Management and Engineering, who asked Bruce Taylor to come up. Mr. Thomas explained that Bruce has done a tremendous amount of work in establishing the Water Authority's Geographic Information Systems (GIS). Bruce came to the Authority four or five years ago and built this system from the ground up. He has not only been working on the Water Authority's system, he has been helping the county and the cities develop theirs as well. Bruce has started a GIS users group where the city and county staff meet with him on a periodic basis just to help bring them along. We have given them a lot of data and a lot of help in establishing their systems.

Bruce has worked a lot with the City of Morrow Police Department to help them start incorporating crime statistics into their GIS. This was such a valuable thing to the city that they had Bruce come to one of their recent city council meetings and gave him a certificate of appreciation from the Morrow police department and the City of Morrow themselves. They also presented him a badge. Mr. Thomas stated that he wanted to recognize Bruce not only for what he does for the Water Authority but also what he has done for other government groups. The Board gave Bruce a round of applause while Ms. Brown, our Public Information Officer, took some photos.

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Mr. Thomas asked Bruce to stay with him while he called Laurence Reed to come up. Last year, the Board and Mr. Brannan were good enough to allow staff to bring on an Engineering intern. That worked very well for us and so we did this again this summer. Laurence had applied last year and was first runner-up, but his persistence paid off. He applied again this year and got the position. Staff has enjoyed having Laurence here with us this summer. Laurence came to work the first day school was out and has stayed until school starts back. Laurence has done a little bit of engineering work, has done some surveying out in the field and has done a lot of GIS work. He has good computer skills, a good young man whom we have appreciated having as our intern this summer. We appreciate also the opportunity to have the intern program and look forward to next year.

Chairman McQueen asked Laurence where he goes to school.

Laurence stated that he attends Mt. Zion High and will be a senior this year.

Ms. Brown took a few photos as the Board gave Laurence a round of applause.

Chairman McQueen stated that the Board appreciates Bruce. Chairman McQueen added that he certainly appreciated Bruce helping out the City of Morrow, as he lives in Morrow and mentioned that he might want to borrow his badge sometime.

Chairman McQueen called on Terry Hicks, Deputy Manager, who stated that he has the privilege today of doing an additional recognition and asked Curtis Price to come up. Curtis has been the plant supervisor at the Shoal Creek Plant since 1987 and has really seen that plant undergo a lot of changes. During most of that time Curtis has kept that plant in compliance and they have won numerous awards. Curtis was up here a couple of months ago receiving his thirty (30) year pin.

Recently, Curtis, along with James Perkins, Gary Curtis, David Smith, Bruce Wilson and Mike Bohannon all were awarded a twenty-five (25) year certificate for being part of the Georgia Association of Water Professionals, which was the old GW&PCA. Mr. Hicks wanted to congratulate Curtis on his twenty-five (25) years with that association which is outside of their normal job duties. Also Curtis had recently won the third district award for the top plant operator and then went on to win the top plant operator for the state, which has nine districts. This is quite an honor as there are thousands of plant operators in the state.

Chairman McQueen thanked Curtis for the job he is doing for the Water Authority.

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Mr. Hicks added that Curtis had brought to his attention that this Hatfield Award has been won by Billy Hooper and Neal Wellons, both retired, and two other current employees, Gary Curtis and Lonnie Philpot, have won this top state operator award. This organization has won that award a number of times and Curtis is the latest operator to do so.

Employee Service Recognition: Mr. Hicks stated that last month he had four individuals who each had fifteen years, but one could not be present that day, but is here today. Mr. Hicks asked Charles Bowden to come forward and added that Charles came to the Water Authority in June of 1990 as a sewer service mechanic and has been promoted several different times and is currently a water service mechanic crew leader in the Maintenance & Construction department. Charles does a great job in this area and added that Charles always has a smile and is a good guy.

Charles stated that he had a long speech, but is going to cut it short. Charles stated that he has been in the "Caught in the Act" incentive award every month, probably twenty (20) or thirty (30) times and he has never got it. He hopes that will change soon.

Charles commented that before Mr. Hicks, Mr. Brannan, and Herbert get away from here he would like to be a supervisor. Charles received a round of applause and laughs from the Board as Ms. Brown took photos.

Chairman McQueen thanked Charles and added that he thought Charles was on his way to supervision.

Mr. Hicks next introduced Jeff Brandon who has actually been with the Authority very close to twenty-five (25) years. Jeff came and stayed four and a half (4 ½) years and left for about four (4) months and then came back and has been here twenty (20) years since. The Authority recognizes the most recent hire date.

Jeff was born in Louisville, Kentucky, moved to Clayton County in 1972, and started with the Authority again in July of 1980 and other than those four months has been here almost twenty-five (25) years. When we started the composting facility that we ran up to a few years ago at the Northeast Plant, Jeff was the supervisor. He ran that facility with quality and put out a good product. It was a real mechanical nightmare at times, and Jeff was not only the supervisor, but he and two or three of his right-hand people learned all the mechanical parts of that system.

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Once we discontinued the composting, we then had two people, Chris Hamilton, who moved into the Wastewater area and Jeff, who went from the Wastewater area over to the Water side, who now works directly with Guy. Jeff looks after all the elevated tanks and anything else that Guy can find that is a special project. Jeff was also instrumental in the Phase III of our JD Edwards implementation, which was our plant and equipment maintenance. Mr. Hicks congratulated and thanked Jeff for his twenty/twenty-five years of service. Jeff received a round of applause from the Board while Ms. Brown took some photos.

Chairman McQueen thanked Jeff and mentioned that he has known Jeff a long time as he use to go over and get the compost product that the Authority use to sell.

ADS Meter Contract Recommendation: Chairman McQueen called on Herbert Etheridge, Manager of Maintenance & Construction, who asked the Board to approve the renewal of our annual contract with ADS Environmental Services. We use this company to meter wastewater that flows in and out of our jurisdiction. There are six (6) metering locations. We measure sewer flow in from Fulton County, one site into DeKalb County and one site out of DeKalb County, two into College Park, and one back from their system to us. For billing accuracy, we employ the services of this 3<sup>rd</sup> party consultant for these services.

The contract that began on September 1, 2004 was at a cost of \$702.00 per site/per month for a total annual cost of \$50,544.00. This contract renewal will cost \$675.00 per site/per month for a total annual cost of \$48,600.00 (a reduction of \$1,944.00). The contract renewal also includes an additional fee of \$2,000.00 for software support. This software is used by our personnel to dial into the sites and view live flow data.

We are recommending that we renew this contract with ADS Environmental Services for the period of September 1, 2005 – August 31, 2006 for a total of \$50,600.00 which includes monthly services and software support.

Clayton County Water Authority  
ADS Sewer Metering Contract Renewal  
Effective September 1, 2005

For the past several years, we have been under contract with ADS Environmental Services to maintain, monitor, and report on 6 Sewer Metering locations. These metering locations are at sites where we either accept wastewater from, or send wastewater to, an

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adjoining jurisdiction. For billing accuracy, we employ the services of this 3<sup>rd</sup> party consultant for these services.

Our long term plan is to roll this into a future contract with our permanently installed flow monitors and then to eventually explore the idea of completing this work with in-house personnel.

The contract that began on September 1, 2004 was at a cost of \$702.00 per site/per month for a total annual cost of \$50,544.00.

This contract renewal will cost \$675.00 per site/per month for a total annual cost of \$48,600.00 (a reduction of \$1,944.00).

The contract renewal also includes an additional fee of \$2,000.00 for software support. This software is used by our personnel to dial into the sites and view live flow data.

We are recommending that we renew this contract with ADS Environmental Services for the period of September 1, 2005 – August 31, 2006 for a total of \$50,600.00 which includes monthly services and software support.

Upon Motion by John Chafin and seconded by Wes Greene it was unanimously

RESOLVED: to renew the annual contract with ADS Environmental Services to maintain, monitor, and report on six (6) Sewer Metering locations for the period from September 1, 2005 through August 31, 2006 in the amount of fifty thousand six hundred dollars (\$50,600) which includes monthly services and software support. This is contingent upon approval of bonds and insurance as required by the specifications and to authorize the General Manager to sign the contract documents.

Wetlands Center Storm Repair Update: Chairman McQueen called on Guy Pihera, Manager of Water Production, who stated that a lot of rainfall affects our system in several ways. On the weekend of July 9<sup>th</sup> and 10<sup>th</sup>, we had about ten (10) inches of rain in a twenty-four hour (24) period. That amount of rain impacted the Newman Wetlands Center. Mr. Pihera explained the layout of the Center and showed the Board a diagram showing the two (2) dikes that essentially impound the creek and create the wetlands behind it. The rain did have an effect on the lower dike. Sluice gates that are built into the dikes relieve some of the flow during high flow periods. Because of the amount of water flow, damage was done to the structure.

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The Natural Treatment employees have been coming in with their equipment, their manpower, their skills, and their design ability to repair the damage at the center. Sheet piling was driven in to repair the one section and we redesigned the entire flow system so that the next time we have a flood like this we can better handle it and it will not result in the damage that we had.

Another effect was a berm, or earthen dike, itself that was leaking up to that structure. The berm was a third wider before the rain flow, but after the berm broke the amount of flow eroded away at the dike. Mr. Pihera added that the Authority did not anticipate this repair this year but we did have some money in the budget to do some repair work at our facility. So far these repairs have cost ten thousand six hundred (\$10,600) dollars in material and about two thousand nine hundred (\$2,900) dollars in labor. They are well underway with the project and we estimate that it will be a total cost of about thirty thousand (\$30,000) dollars to complete within the next week and a half or two weeks. Mr. Pihera stated that staff is trying to do this so that it can handle the flow, but still create a natural environment at the Wetlands Center.

Chairman McQueen asked Mr. Pihera to bring the Board up to date on the deer hunt.

Mr. Pihera stated that September 10<sup>th</sup> is the opening day of deer season and because we have had a determination from the Department of Natural Resources that our deer population is lower than it has been and we do not have to harvest as many as we have over the last few years, we have reduced the number of hunts at the Huie site from twelve (12) weekend hunts last year to six (6) weekend hunts this year. There will be three (3) weekends in September and three (3) weekends in November for public hunting at that site. We have taken applications from the public and we are presently putting out the notices for the first hunts in September. We have enough applications to fill the first three hunts in September and are still taking applications from the public for the second round of hunts in November. We will probably put out the notices for the November hunts about a month from now. By reducing the number of hunts, we hope to reduce our costs for the deer hunts. We hope to actually break even with our costs from the money we take in from the hunters this year. This is underway and our staff has everything in place.

Ms. Barber asked if this information is on the website.

Mr. Pihera stated that the applications and regulations are on our website.

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Chairman McQueen commented that our employees have a place to hunt.

Mr. Pihera explained that at the Huie site staff tries to control hunting on that site because specifically we cannot let people in there all the time because of the irrigation schedule. This is where the public and some of our employees can hunt during this prescribed six weeks. We have some other areas that are not under irrigation that is Water Authority property where we allow our employees only to hunt throughout the deer season. We have about forty (40) employees that actively take part in that.

2004 Services During Construction Summary: Chairman McQueen called on Mike Buffington, Project Engineer, who presented an informational update and a summary of our fiscal year 2004 Services During Construction Task Order with CH2M Hill.

TASK ORDER SUMMARY  
 PROGRAM MANAGEMENT AND SERVICES  
 DURING CONSTRUCTION – FISCAL YEAR 2004  
 TASK ORDER NO. RE-04-01

Includes program management and services during construction provided by CH2M Hill during Fiscal Year 2004 (May 1, 2004 through April 30, 2005). These services include general program management, and construction management and inspection for W. B. Casey Expansion and Upgrade, W. J. Hooper Improvements Phase 2, Solids Dewatering Facilities, Huie Phase 1 and Phase 2 Constructed Wetlands, Jesters Creek Stream Restoration at Reynolds Road, Reeves Creek Lift Station, Battle Creek Complex Generators, and Repainting Highway 138 West Elevated Tank.

Services provided include construction management and administration; document management; site coordination; preparation of as-built documents; project controls; field inspection; shop drawing and samples review and approval; monthly pay request approval; design clarifications; and closeout for each of the above construction projects.

Project Managers:

CH2M Hill, Engineers – Rick Hirsekorn, Program Manager  
 CH2M Hill, Engineers – Dave Goddeyne, Construction Manager  
 Clayton County Water Authority – Mike Buffington

Task Order Summary:

Original Task Order Amount – \$3,292,000 (not to exceed amount)  
 Final Task Order Amount – \$2,920,478.07

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Under Original Task Order Amount – (\$371,521.93).

Funding:  
R&E Funds.

Mr. Buffington added that field inspection was provided by CH2M Hill and Water Authority staff. The Water Authority inspectors, as in previous years, continue to save us money. The Task Order also included Program Management assistance. The original Task Order was three million two hundred ninety-two thousand dollars (\$3,292,000) which was based on time and materials and was a “not to exceed amount”. Our final cost was two million nine hundred twenty thousand four hundred seventy-eight dollars (\$2,920,478) or three hundred seventy-one thousand five hundred twenty-one dollars (\$371,521) less than our budgeted amount. This was funded by our R&E funds.

Since the start of Water Resources Initiative 2000 Program, we have completed ten (10) capital improvement projects at a cost of one hundred million nine hundred fifty dollars (\$100,950,000). We have seven projects currently under construction or near complete at a cost of ninety-two million seven hundred thousand dollars (\$92,700,000). We have three (3) additional projects under design or planned at eleven million seven hundred fifty thousand dollars (\$11,750,000) for a total program of two hundred five million four hundred thousand dollars (\$205,400,000) to date. We continue on schedule and within our budget.

Ms. Barber asked if the American flag had been painted on the elevated tank.

Mr. Buffington stated that the flag has been painted on the elevated tank.

Board member, Wes Greene, stated that it is commendable that the Authority has completed ten (10) capital projects. It would be good if the news media could report or feature the ones that we have completed and know that we are on the move and maintain the lowest rates in the Atlanta area.

Chairman McQueen commented that there are a lot of good things going on in Clayton County that the newspaper just does not carry and hopefully Suzanne can improve the news coverage of the Authority.

Stormwater Utility Update: Chairman McQueen called on Mike Thomas, Manager of Program Management & Engineering, who gave an informational update on the Stormwater Utility. Mr. Thomas reminded the Board that the Authority signed an

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agreement with CH2M Hill last year to begin this work and we have been working with the Cities and the County to get the process rolling forward. There are several aspects of work going on right now, such as, public information, intergovernmental coordination, customer data base development, and operations and capital improvement planning. Anytime we talk to people about the Utility we want to make sure they understand why the Utility is being implemented. The big reason is to comply with all the federal, state and regional regulations that have been passed down to local government. We are now burdened with, without any extra help financially, to maintain the stormwater infrastructure that we have in the county, and from the Water Authority's perspective, to provide safe water supply to our residents. We want to do this in as fair and equitable manner as we can.

We now have intergovernmental agreements with five of the six cities in the County. Riverdale is the only one that we do not have yet, but we anticipate that they will approve this later this month. Our next step with the governments will be to prepare an ordinance for each of the cities to adopt later this year. In trying to implement the program, our staff works with CH's staff on developing the basics of the program, we meet once a month with all the Public Works Directors from each city in the County and go through the basics of the program with them and refine it. Then, we will begin later this month or early in September with a citizens advisory committee to get public input into the process and then finally take those recommendations up to the executive advisory board which will be made up of two people from the municipal association, two people from the Water Authority and a Chair, appointed by Chairman Bell.

Our citizen advisory committee hopefully will have a representative from the airport, the school board, Southlake Mall, other businesses, Chamber representatives, and homeowners, trying to get a cross section for the committee's representation. We will endeavor to help educate these people about the need for the Utility, get their input to the process, and have them as supporters as bills actually start going out. We are also using a variety of other approaches. The Board had stressed that it is important that staff do a good job of public education on the stormwater issue. Some bill stuffers have gone out in the June and August water bills trying to explain why stormwater management is an issue and why it is so important. Hurricane Dennis highlighted people's understanding that stormwater and flooding are indeed a big issue. Our July customer newsletter had some information and we also did a presentation to the Chamber of Commerce breakfast on July 28<sup>th</sup>. Our August employee newsletter had an insert describing the program to our employees, who can be some of our best ambassadors, making sure that they understand what is happening. We will be doing as much public information that we can for the next

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twelve (12) months or so. Hopefully, people will know about stormwater and understand it by the time we start billing for it.

Mr. Thomas added that the Authority is also working on a customer database. We have new aerial color photography of the entire county. This is what we will use to identify customers and the amount of impervious surface that they have on their lots. All of the photography is complete and the CH2M Hill staff is making sure it is accurate. We should receive all of that information in about a month or so. We are also going to measure impervious surfaces on six thousand (6,000) residential properties to develop a basic billing unit. We are going to bill stormwater based on the average impervious surface on residential property. Then, we will measure all impervious surfaces on all non-residential properties to develop their bill. We will also, at the same time, have to make sure that this matches up with the work that Morris Kelly is doing on the new customer information billing system.

For operations and capital improvement planning, we are meeting with the local governments to try to determine exactly what the Utility will and will not do. To develop a budget, we have learned from the tax assessors database that about fifty (50) percent of the homes were built before 1980, which means that about fifty (50%) percent of the infrastructure is twenty-five (25) years or older. We do not have a good inventory of the stormwater infrastructure although the City of Morrow and Riverdale have some paper maps, but really none of the other cities has a good inventory of maps or condition of their system. That will be one of the first big jobs to do.

We are also working to develop a good budget for the first year or two and our staffing needs for the utility. We meet with the county and city staffs once a month and are talking through what they do now, what kind of services they provide and what the Utility will provide so that everyone understands what their roles will be once the Utility is in operation.

Ordinances will be prepared and taken to the cities and county for adoption by the end of the year. Our customer information system is on target to be implemented around the middle of next year and our first stormwater bill will go out after that system is in place and has been tested. It looks like it will be December of 2006 or January 2007 before everything is in place.

Chairman McQueen stated that this is good information for the Board to know.

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Board member, Wes Greene, asked Mr. Thomas what the average bill will be for residential.

Mr. Thomas answered that our feasibility study shows that it will probably be about three dollars (\$3) per month, but we will have a better handle on that late this fall.

Mr. Greene asked if someone has just raw land.

Mr. Thomas stated that they would not get a stormwater bill, but if it is developed property with impervious surfaces they would receive a bill.

Mr. Joiner asked how commercial land will be billed.

Mr. Thomas explained that on commercial land if our average residential impervious surface is 2,000 feet then we will take a commercial impervious surface divided by 2,000 and then multiply that by \$3.00 or whatever that rate turns out to be.

Ms. Barber asked Mr. Thomas how staff will be getting the word out to people.

Mr. Thomas replied that staff will be going to all the civic club meetings and big group meetings, probably in the fall, when we have more information on what the rates will be.

Ms. Barber suggested homeowner's association meetings.

Chairman McQueen asked Chris Wood if he and his staff were helping us with the stormwater utility.

Chris stated that he would be helping with this Utility.

Mr. Thomas added that Mr. Wood is making a key-message card to give to the Board so they will have a quick reference guide to refer to when you are questioned about stormwater.

Water Model Task Order Addendum: Mr. Thomas stated that the Board approved the Task Order last July to update the water model. Staff had originally run a model in 2000 based on our map of 1998. Mr. Thomas added that this was before we had GIS so the map was not as up to date as it could have been. At that time, staff just looked for

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adequate pressure throughout the system, but with this update we looked at the flows to see if we could provide adequate fire flows to all areas of the county.

#### Water Distribution System Hydraulic Model Update Addendum to Task Order BO-01-15

The Board approved Task Order BO-01-15 for updating the CCWA water distribution system hydraulic model in July 2004. An update of the hydraulic model was needed for a variety of reasons, including:

- The model was originally developed in 2000 based on 1998 water system maps and a number of significant piping improvements have been made since then;
- The Hooper WPP production and pumping capacities are being increased;
- Water demands have not grown at the pace we expected in 2000;
- CCWA did not own the City of Riverdale system in 2000, so this area was not included in the model;
- The 2000 model primarily addressed pressures in the system, new Federal regulations regarding water quality require a closer look at water age and water quality; and
- We desire to improve fire flows to address some problems reported in the recent past and to assist the fire department in improving their ISO rating.

We are nearing the completion of the modeling work and have a draft capital improvement plan. The model has identified some improvements that were thought to be necessary in 2000 but now are not needed due to line improvements and changes in demands. By spending \$373,000 on this modeling exercise, we have eliminated the need to make approximately \$2.4 million in improvements.

We have recently identified an additional factor in our water system that was not included in this most recent model update – the Forest Park tanks and pumping station had been idle for many years because use of these facilities purchased from Forest Park usually resulted in water discoloration or the need to purchase water from the City of Atlanta to keep the tanks full. After completing some water line rehabilitation in Forest Park and some line improvements that have helped us move more water into this area, our distribution system personnel have determined that we can now utilize the tanks and

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pumping station in a limited fashion and have a positive impact on pressures and water quality in the immediate area. We would like to evaluate this more thoroughly in the 2005 water model. In order to include this in the current model, we will need to collect more field data and add the tanks and pumps to the model and evaluate the impact on identified capital improvements. This may help us identify more ways to reduce the need for future capital improvements.

The specific scope and budget for these additional services are still being determined and will be presented at the August Board meeting.

Mr. Thomas showed some slides to the Board explaining flow and location of the pipes and explained that the draft capital improvement plan has some items that have already been funded and some will have to have funding identified. Comparing this 2005 model to the 2000 model highlighted some differences. By spending \$373,000 on this modeling exercise, we have eliminated the need to make approximately \$2.4 million in improvements. Although it sounds expensive when we do these models, they can easily pay for themselves.

Originally, we did not include the Forest Park tanks and pump station because we had not been using those. Use of these facilities resulted in water discoloration or the need to purchase water from the City of Atlanta to keep the tanks full. Herbert has done a lot of work relining pipes in that area to address the discolored water issue and Guy's staff has decided to see what we could do by utilizing those tanks. Based on some recent experience, they found that they may improve pressure and quality by using those tanks at a slow rate. What staff would like to do is run the model with those tanks in the model. What we need to do is send CH2M Hill's staff back out into the field to get some additional data and calibrate the model with the Forest Park tanks and pump station running and look at the impact on flows and pressure and water quality in that area and based on that see if it impacts the current draft capital improvement plan. The additional cost to do that would be seventeen thousand dollars (\$17,000). Mr. Thomas stated that today staff recommends amending the task order by seventeen thousand dollars (\$17,000) for a total amount of three hundred ninety thousand dollars (\$390,000).

Board member, John Westervelt, stated that he is on the Fort Gillem Redevelopment Authority and there is a strong possibility that they will close part of the Fort and asked if the Water Authority services Fort Gillem now.

Mr. Brannan answered that the sewer service comes out of there and actually goes to DeKalb.

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Upon Motion by Lloyd Joiner and seconded by Wes Greene it was unanimously

RESOLVED: to approve the amendment to the Water Distribution System Hydraulic Model Update to Task Order BO-01-15 in the amount of seventeen thousand dollars (\$17,000) for additional data and to calibrate the model with the Forest Park tanks and pump station running and authorize the General Manager to sign the documents.

Casey Underground Storage Tank Remediation Plan: Chairman McQueen called on Mr. Brannan who showed slides explaining that at the old Casey Plant there used to be some underground fuel storage tanks for a variety of purposes. One of the tanks was leaking and we removed it and had a Phase Two Corrective Action Plan in place with EPD. We had finished Phase I of the Corrective Action Plan, which included pumping water out of wells that were installed for this purpose. This water, which contained some fuel in it was then hauled and disposed of like you would dispose of oil or anything else. This was the method selected rather than digging up the contaminated soil and hauling it to a hazardous waste landfill which would have been very expensive to do. During the drought period, those wells went dry, so we could not pump anything out of it so basically Phase II of the Corrective Action Plan was never completed because Phase I was no longer functioning.

The Authority received a call from EPD stating that they wanted us to complete our corrective action plan. In order to complete all State and Federal requirements for leaking underground storage tanks (USTs), the CCWA is soliciting proposals from environmental firms to develop a final plan for bringing this issue to a close. For about thirty-one hundred dollars (\$3,100) they would come up with a revised corrective action plan on Phase II to bring us in compliance.

#### UNDERGROUND STORAGE TANK (UST) EVALUATION AT THE CASEY WRF

The old Casey facility contained some underground fuel storage tanks for a variety of purposes. It was determined in 1994 that one of these tanks had leaked a significant amount of fuel into the ground around the tank. At that time, the tank was removed, an evaluation was conducted and some monitoring implemented.

In order to complete all State and Federal requirements for leaking underground storage tanks (USTs), the CCWA is soliciting proposals from environmental firms to develop a final plan for bringing this issue to a close. These proposals will include groundwater sampling in the area of the former tank and development of a corrective action plan to

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satisfy State and Federal requirements. Proposals are due on August 3, 2005 and a recommendation will be presented at the August Board meeting.

Mr. Brannan stated that unless the Board had some other request for action, he would proceed with soliciting proposals from environmental firms to develop a final plan for bringing this to a close.

Southside Developers Easement Along North Bridge Road @ Smith CUB: Mr. Brannan stated that on North Bridge Road there is a subdivision being built right behind the Smith CUB, between the CUB and North Bridge Road. In order to tie into the sewer service they need to cut across the Authority's property to get to a line running along North Bridge Road. CCWA will pick up all the customers and we will make Southlake Developers stabilize and grass it back. This is our property and we can either make them buy an easement or just give them an easement.

Mr. Hicks stated that we would make sure that it is shown on our plat so if for some reason we were to sell the property, it would be clearly shown.

Mr. Brannan stated that with the approval of the Board he would proceed with authorizing the developer to cut across this property.

**STATE OF GEORGIA**

**COUNTY OF CLAYTON**

## **AGREEMENT FOR LICENSE TO CONSTRUCT**

### **UTILITY LINES ON PROPERTY**

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2005, between the Clayton County Water Authority (hereinafter the "Authority") and Southside Developers, LLC, witnesseth:

**WHEREAS**, Southside Developers, LLC desires to be allowed to install a sanitary sewer line and related infrastructure on property owned by the Authority, and the parties wish to set forth certain requirements relating to such allowance as described below;

**NOW THEREFORE**, the parties agree as follows:

1. **LICENSE TO ENTER PROPERTY:** The Authority grants to Southside

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2. Developers, LLC, its members, managers, agents, employees, contractors and subcontractors (hereinafter referred to collectively as "SOUTHSIDE") a license for SOUTHSIDE to enter onto that portion (hereinafter the "Lot") of a parcel of approximately 198.89 acres owned by the Authority, said Lot described in Exhibit "A" attached hereto and incorporated herein by reference, for the purpose of constructing a sanitary sewer line and related infrastructure. Southside Developers, LLC acknowledges that SOUTHSIDE is a mere licensee whose right to remain on the Lot is terminable at will and without notice and that SOUTHSIDE enters onto the Lot pursuant to this Agreement for its own benefit and purposes and for no benefit to the Authority. Southside Developers, LLC agrees that SOUTHSIDE shall vacate the Lot at such time(s) as the Authority or its representative, in their sole discretion, determines is appropriate, but in no event later than upon completion of construction of the sanitary sewer line and related infrastructure. Southside Developers, LLC shall be responsible for the failure of SOUTHSIDE to adhere to the terms of this Agreement.
3. **ACTIVITIES ON THE PROPERTY:** Southside Developers, LLC agrees that SOUTHSIDE's activities on the Lot shall be limited to construction of a sanitary sewer line and related infrastructure. Southside Developers, LLC agrees to ensure that such construction complies with all requirements of the Authority and with all applicable federal, state and local laws and regulations. Southside Developers, LLC shall ensure that SOUTHSIDE exercises reasonable care at all times while on the Lot. Furthermore, Southside Developers, LLC shall ensure that SOUTHSIDE, while on the Lot, observes all security requirements of the Authority, as well as all applicable laws and traffic regulations.
4. **RISK MANAGEMENT REQUIREMENTS:** Regarding this Agreement, Southside Developers, LLC shall carry such insurance as required on exhibit "B".
5. **HOLD HARMLESS AGREEMENT:** To the fullest extent permitted by law, Southside Developers, LLC shall indemnify and hold harmless the Authority, its officers, directors, management, employees, and members of the Board of the Authority from and against any and all claims, damages, losses and expenses, including but not limited to attorney fees, arising out of or resulting from SOUTHSIDE's activities on the Lot as licensed by this Agreement, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including loss of use resulting thereof, but only to the extent caused in whole or in part by any act or omission of SOUTHSIDE or anyone for whose acts it may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party or person described in this Agreement. Southside Developers, LLC shall also indemnify the Authority for any damage to the Lot that may result from SOUTHSIDE's actions pursuant to this License.

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In claims against any person or entity indemnified under this Agreement by SOUTHSIDE or anyone for whose acts it may be liable, the indemnification obligation under this Agreement shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for Southside Developers, LLC under worker's or workmen's compensation acts, disability benefit acts or other employee benefit acts.

6. **NOTICES:** All notices required or permitted to be given hereunder shall be deemed to be properly given if delivered in writing personally or sent by United States certified or registered mail addressed to Southside Developers, LLC or the Authority, as the case may be, with postage thereon fully prepaid. The effective time of notice shall be at the time of mailing.

7. **ATTORNEY'S FEES:** Southside Developers, LLC shall pay reasonable attorney's fees to the Authority should the Authority be required to incur attorney's fees in enforcing the provisions of this Agreement or in the collection of any monies herein required to be paid by Southside Developers, LLC to the Authority.

8. **EXECUTION OF QUITCLAIM DEED:** Within 30 days of Southside Developers, LLC completing construction of the sanitary sewer line and related infrastructure described herein, and prior to the Authority issuing to Southside Developers, LLC a final letter of acceptance regarding the sanitary sewer line and related infrastructure thus constructed, Southside Developers, LLC shall deliver to the Authority a quitclaim deed as to the Lot, said deed to be in the form shown in Exhibit "C" attached hereto and incorporated herein by reference.

9. **APPOINTMENT OF AGENT FOR NOTICE:** The Clayton County Water Authority and Southside Developers, LLC hereby designate as its representatives for the contact regarding this Agreement:

Name: CCWA – General Manager  
Address: 1600 Battle Creek Road  
Morrow, GA 30260  
Phone: 770-960-5217

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**IN WITNESS WHEREOF**, said parties have hereunto set their seals the day and year above first written.

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Executed on behalf of:

**CLAYTON COUNTY WATER AUTHORITY**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

DATE: \_\_\_\_\_

**SOUTHSIDE DEVELOPERS, LLC**

BY: \_\_\_\_\_

NAME: \_\_\_\_\_  
Member/Manager

ATTEST:

\_\_\_\_\_

DATE: \_\_\_\_\_

[SEAL]

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**EXHIBIT "A"**

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 51 OF THE 5<sup>TH</sup> DISTRICT OF CLAYTON COUNTY, GEORGIA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A 40 FOOT WIDE AREA, 20 FEET EQUIDISTANT ON EACH SIDE OF A LINE HEREINAFTER DESCRIBED;

TO FIND THE POINT OF BEGINNING OF SAID LINE START FROM A POINT AT THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY OF NORTHBRIDGE ROAD (80'' ROW) AND THE WESTERLY RIGHT-OF-WAY OF CANADY DRIVE (50'' ROW), RUNNING THENCE SOUTH 49 DEGREES 17 MINUTES 55 SECONDS WEST A DISTANCE OF 459.90 FEET ALONG THE NORTHERLY RIGHT-OF-WAY OF NORTHBRIDGE ROAD, THENCE SOUTH 58 DEGREES 35 MINUTES 11 SECONDS WEST A DISTANCE OF 327.87 FEET ALONG THE NORTHERLY RIGHT-OF-WAY OF NORTHBRIDGE ROAD, THENCE SOUTH 60 DEGREES 28 MINUTES 54 SECONDS WEST A DISTANCE OF 373.87 FEET ALONG THE NORTHERLY RIGHT-OF-WAY OF NORTHBRIDGE ROAD, THENCE SOUTH 22 DEGREES 38 MINUTES 22 SECONDS EAST A DISTANCE OF 60.57 FEET TO THE POINT OF BEGINNING OF SAID LINE; RUNNING THENCE SOUTH 88 DEGREES 16 MINUTES 04 SECONDS EAST A DISTANCE OF 358.37 FEET TO A POINT.

EXHIBIT "B"

CLAYTON COUNTY WATER AUTHORITY  
 RISK MANAGEMENT REQUIREMENTS

CONTRACTORS AND VENDORS

- A. Surety performance and payment bond as required by the contract specifications.
- B. Hold harmless Agreement in favor of Authority, a copy of which is attached.
- C. The Contractor will provide minimum insurance coverage and limits as per the following: The Contractor will file with the Authority Certificates of Insurance, certifying the required insurance coverages and stating that each policy has been endorsed to provide thirty (30) days notice to the Authority in the event that coverage is cancelled, non-renewed or the types of coverage or limits of liability are reduced below those required. All bonds and insurance coverage must be placed with an
- D. insurance company approved by Authority Management, admitted to do business in the State of Georgia, and rated **Secure** ("B+" or better) by A.M. Best Company in the latest edition of Property and Casualty Ratings, or rated by Standard & Poors Insurance Ratings, latest edition as **Secure**

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- E. (“BBB” or better). Worker’s Compensation self-insurance for individual Contractors must be approved by the Worker’s Compensation Board, State of Georgia and/or Self-Insurance pools approved by the Insurance Commissioner, State of Georgia.
- F. Insurance Required
1. Workers Compensation – Workers Compensation coverage on a statutory basis for the State of Georgia with an Employers Liability limits of \$1,000,000. The increased Employers Liability limits may be provided by an Umbrella or Excess Liability policy.
  2. Automobile Liability – Automobile liability coverage for owned, hired, and non-owned vehicles in the amount of \$1,000,000 combined single limit.
  3. Commercial General Liability – Coverage to be provided on “occurrence” not “claims made” basis. The coverage is to include Contractual liability, Per Project Limit of Liability, losses caused by Explosion, Collapse and Underground (“xcu”) perils, the “Clayton County Water Authority” is to be added as an Additional Insured and Products and Completed Operations coverage is to be maintained for three (3) years following completion of work.

LIMITS OF LIABILITY

\$1,000,000	Per Occurrence
\$1,000,000	Personal and Advertising
\$ 50,000	Fire Damage*
\$ 5,000	Medical Payments*
\$1,000,000	General Aggregate
\$1,000,000	Products/Completed Operations per Occurrence and Aggregate

\*These are automatic minimums.

4. Umbrella and/or Excess Liability – The umbrella or Excess Liability Policy may be used to combine with underlying policies to obtain the limits required. The Management of the Authority may elect to require higher limits.
5. Owners Protective Liability – The Authority Management may wish to require Owners Protective Liability in some situations.

**EXHIBIT “C”**

After Recording Return To:  
 2262 Mt. Zion Road  
 Jonesboro, Georgia 30236

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**STATE OF GEORGIA**

**COUNTY OF CLAYTON**

**QUIT-CLAIM DEED**

THIS INDENTURE, made the \_\_\_\_ day of \_\_\_\_\_, 2005, between Southside Developers, LLC, hereinafter referred to collectively as Grantors, and the CLAYTON COUNTY WATER AUTHORITY hereinafter called Grantee (the words "Grantors" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH: That Grantors for and in consideration of the sum of ONE AND NO/100 DOLLAR (\$1.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, cash in hand paid, the receipt of which is hereby acknowledged, have bargained, sold, and do by these presents bargain, sell, remise, release and forever quit-claim to Grantee all the rights, title interest, claim or demand which the Grantors have or may have had in and to the following described real property, to wit:

See area described in Exhibit "A" with all the rights, members and appurtenances to the said described premises in anywise appertaining or belonging.

TO HAVE AND TO HOLD the said described premises to Grantee, so that neither Grantors nor any person or persons claiming under Grantors shall at any time, by any means or ways, have claim or demand any right of title to said premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, the Grantors has signed and sealed this deed, the day and year first above written.

**{Signatures on Next Page}**

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SOUTHSIDE DEVELOPERS, LLC

\_\_\_\_\_  
Member/Manager

signed sealed and delivered  
in the presence of:

\_\_\_\_\_  
Unofficial Witness

\_\_\_\_\_  
Notary Public  
(Seal)

UPON Motion by John Westervelt and seconded by Allan Smith it was unanimously

RESOLVED: to authorize the General Manager or Chairman to execute a license agreement with Southside Developers or a related group authorizing them to enter on Water Authority property for sewer construction.

Upon Motion by Marie Barber and seconded by John Chafin 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 the open session.

Mr. Greene asked Chairman McQueen where we are with the pictures of the Board that hangs in the lobby.

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Mr. Brannan stated that we now have a picture of Mr. Smith and Mr. Chafin and it will be hung back up as soon as we have the collage updated at the sign shop, hopefully, by the next Board meeting.

Mr. Greene had one more issue to discuss. Mr. Greene stated that the sign that indicates where to turn off of Highway 19/41 to go to the Blalock/Shamrock CUB is still not visible enough for people to see who are not familiar with the area. Mr. Greene asked that a larger sign be installed.

Mr. Hicks commented that originally we had a difficult time with the Georgia Department of Transportation as this comes under their jurisdiction. They have limited sign size that they would allow out there and wanted it on a knock-away post for safety.

Mr. Brannan added that the sign has to be according to the state's standards unless we want to purchase a billboard. As long as you are inside the state right-of-way then they are going to dictate what you can put out there.

Mr. Greene asked that we look into something that would enhance the visibility of making the turn at Freeman Road.

Mr. Brannan mentioned that at last month's meeting the Board approved a License agreement with the purchaser of the Putnam Estate to allow them to continue to use the driveway across the Authority's property. There is language in this document that says if the Authority wants the driveway moved to a different location it will have to be done at the purchaser's expense. Mr. Brannan recommended that the language be changed to read if the Authority wanted the driveway moved it would be at the Authority's expense.

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

RESOLVED: to authorize the License agreement document language to be changed to reflect if the Authority wanted the driveway moved it would be at the Authority's expense instead of the purchaser.

Mr. Brannan mentioned to the Board the need for some type of groundbreaking ceremony with a photo op for the fifty million dollar (\$50M) expansion at the Northeast Plant. Tentatively, staff is looking around the 15<sup>th</sup> of August and Mr. Brannan added that we would confirm the date with the Board. This would be an opportunity to stick a shovel in the ground and would include Board members, contractors, engineers, and staff personnel together for a photo.

Mr. Brannan also reminded the Board that on Friday, August 26<sup>th</sup>, at Clayton State Continuing Education Building, the Authority will be making a presentation at the

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Clayton Summit being hosted by Chairman Bell. The program is about Planning for Economical Development in Clayton County and they have asked the Authority to share our methods for planning and how it relates to the success that our organization has. Our Broad members have been asked to attend and be a part of this community effort.

Mr. Brannan stated that Mr. Pihera had mentioned the amount of rainfall that we have had with July being the fourth wettest July that we have on record. We did have overflows in some of the plants because of this rainfall. We actually found one situation where a sewer main had washed out and was sending one half to one million gallons of flow into the Northeast plant. That much water from the creek was getting into our sewer main, getting down to the plant and being treated. We knew there was some kind of issue in that area because the flow had gotten so high, but we just had to find it.

Mr. Brannan stated that last month the Board had a little bit of discussion in regard to credit card payments. Morris Kelly and his staff have been pursuing that and have come up with a company that would install a kiosk in the lobby where people can pay their bill with a credit card or they could pay over the phone. The fees for doing that include twenty thousand dollars (\$20,000) for the kiosk, two hundred sixty dollars (\$260) a month maintenance fee and every transaction that the customer makes would have a fee. Mr. Brannan added that staff is looking around to see if we can find someone that is more cost effective than that to provide this service.

Mr. Greene stated that the gas company charges a flat fee of four ninety-five (\$4.95) and Georgia Power charges a dollar and a half (\$1.50).

Mr. Brannan added that originally when the Authority talked to the credit card company they wanted to charge us three or four percent (3% or 4%) taken off the water bill. We were not satisfied with that idea and decided to look into providers that would charge the customer a convenience fee for using credit cards and then the Authority would receive the entire amount of the water bill.

Mr. Greene asked that staff look into negotiating a flat fee for these services.

Mr. Brannan stated that the Authority would look into finding a vendor with the lowest possible fee and bring this back to the Board with a recommendation.

Mr. Brannan explained that the Authority had some more vandalism at the Shoal Creek dam. We had some people that shot some of the solar panels. This is down on the dam at the big reservoir next to the Talmadge property.

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Mr. Greene asked if the Authority had the ability to install a camera to tape the vandals.

Mr. Brannan added that he was afraid that the camera would be a good target for them.

Chairman McQueen asked if anyone had anything to bring before the Board.

Mr. Brannan mentioned that the WEFTEC conference in Washington, D. C. will be from October 29<sup>th</sup> through November 2<sup>nd</sup>. The Board will be leaving on Saturday, October 29<sup>th</sup> and returning on Tuesday, November 1<sup>st</sup>. Ms. Matthews has already made the flight reservations, booked the rooms, and registered everyone for the conference. Additional information will be given to the Board closer to the date of the trip. While in Washington, we will get together and go over the Master Plan and discuss in depth the Stormwater issue that will be coming up so that the Board will be informed for upcoming questions that you may be asked.

Upon Motion by Wes Greene and seconded by John Chafin 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.

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Pete McQueen, Chairman

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Walter Marie Barber, Secretary/Treasurer