

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting
1600 Battle Creek Road
Morrow, GA 30260

Present at the meeting were: Chairman John Chafin, Vice Chairman Marie Barber, Board Member John Westervelt, Board Member Robin Malone, Board Member Vivian Baldwin, General Manager Bernard Franks, Assistant General Manager Keisha Thorpe, Assistant General Manager Teresa Worley, Legal Counsel Steve Fincher, Executive Coordinator Amanda La Pierre, other CCWA staff and visitors. Absent: Secretary/Treasurer Rodney Givens. Present via conference call was Board Member Dr. Cephus Jackson.

Invocation

John Westervelt introduced Call Center CSR Jercia (Dru) Martin to perform the invocation.

Adoption of Agenda

UPON MOTION by Rodney Givens and second by Marie Barber, to adopt the amended agenda to include Election of Officers as Item A, Proposed Funding for Huie Recreation Non-Profit Foundation as Item B and Proposed General Manager for Huie Recreation Non-Profit Foundation as Item D under New Business, it was unanimously

RESOLVED to adopt the amended agenda to include Election of Officers as Item A, Proposed Funding for Huie Recreation Non-Profit Foundation as Item B and Proposed General Manager for Huie Recreation Non-Profit Foundation as Item D under New Business.

Approval of Minutes

Chairman John Chafin called for any omissions or additions to the Minutes of the Regular Board Meeting held on December 6, 2018.

UPON MOTION by John Westervelt and second by Marie Barber, it was unanimously

RESOLVED to approve the Minutes of the December 6, 2018 Regular Board Meeting.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending November 30, 2018. Information only, no action taken.

New Business

Election of Officers:

UPON MOTION by John Westervelt and second by Vivian Baldwin, it was unanimously

RESOLVED to retain John Chafin as Chairman, Marie Barber as Vice Chairman and Rodney Givens as Secretary/Treasurer.

Proposed Funding for Huie Recreation Non-Profit Foundation:

UPON MOTION by John Westervelt and second by Marie Barber, it was unanimously

RESOLVED to transfer \$350,000.00 from Timber Harvest Revenues to fund the Huie Recreation Non-Profit Foundation

Annual Contract for Flow Monitoring Services: Distribution and Conveyance Manager Jeff Jones presented a recommendation on the Annual Contract for Flow Monitoring Services.

CCWA currently has eight sanitary sewer flow monitors installed at connection points with other utilities. These sites serve as billing connections between College Park and Dekalb County. The Annual Flow Monitoring Contract will cover the cost of maintaining the sites, gathering flow data, delivering a monthly report of flow data, and adding or removing meters as requested by CCWA to gather additional field data.

Vendor	Cost	SLBE/Discount	Revised Bid Amount
ADS Environmental Services	\$52,402.00	No / None	\$52,402.00
Hach Company	\$60,825.60	No / None	\$60,825.60
Metals & Materials Engineers	\$283,520.00	Yes / 7.5%	\$262,256.00

2018 Annual Flow Monitoring Contract

BID TABULATION			ADS Environmental Services				HACH COMPANY				METALS & MATERIALS ENGINEERS			
#	Work Item	# of Units	Unit Cost	Extended Cost	# of Months	Extended Annual Amount	Unit Cost	Extended Cost	# of Months	Extended Annual Amount	Unit Cost	Extended Cost	# of Months	Extended Annual Amount
1	Monthly Comprehensive Service for Flow Monitors	8	\$ 362.50	\$ 2,900.00	12	\$ 34,800.00	\$ 415.18	\$ 3,321.44	12	\$ 39,857.28	\$ 850.00	\$ 6,800.00	12	\$ 81,600.00
2	Data Processing and Analysis	8	\$ 106.25	\$ 850.00	12	\$ 10,200.00	\$ 123.75	\$ 990.00	12	\$ 11,880.00	\$ 1,520.00	\$ 12,160.00	12	\$ 145,920.00
3	Monthly Report	8	\$ 59.50	\$ 476.00	12	\$ 5,712.00	\$ 94.05	\$ 752.40	12	\$ 9,028.80	\$ 500.00	\$ 4,000.00	12	\$ 48,000.00
4	One-time setup fee	8	\$ 211.25	\$ 1,690.00	1	\$ 1,690.00	\$ -	\$ -	1	\$ -	\$ 1,000.00	\$ 8,000.00	1	\$ 8,000.00
TOTAL						\$52,402.00				\$60,766.08				\$283,520.00
SLBE DISCOUNT						N/A				N/A				7.50%
TOTAL BID AMOUNT						\$ 52,402.00				\$ 60,766.08				\$ 262,256.00

Recommendation:

CCWA staff recommended ADS Environmental Services as the Annual Flow Monitoring contractor. This annual contract is for the time period February 1, 2019 to January 31, 2020. This award is based on unit prices bid. This award is contingent upon the Bidder meeting risk management requirement and executing the contract, as well as the Board authorizing the General Manager to sign the contract with the option to renew for a second and third year with no change in terms, conditions and price.

UPON MOTION by Marie Barber and second by John Westervelt, it was unanimously

RESOLVED to award the annual contract for Flow Monitoring Serves to ADS Environmental Services at the bid prices provided; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

Proposed General Manager for Huie Recreation Non-Profit Foundation:

UPON MOTION by Robin Malone and second by Rodney Givens, it was unanimously

RESOLVED to confirm that the General Manager of the Clayton County Water Authority will serve as the General Manager of the Huie Recreation Non-Profit Foundation.

Stormwater Program Support: Stormwater Manager Kevin Osbey presented a recommendation on Stormwater Program Support.

The Clayton County Water Authority's (CCWA) Stormwater Utility (Utility) was fully implemented May of 2007. Prior to full implementation of the program, CCWA, Clayton County and the cities of Forest Park, Jonesboro, Lake City, Lovejoy, Morrow, and Riverdale had worked since 2004 in developing the Stormwater Utility (SWU).

As part of the development of the SWU, CCWA would manage the Stormwater Management Plan (SWMP) for each of the entities and comply with the Municipal Separate Storm Sewer System (MS4) Permit, required by the Georgia Environmental Protection Division (EPD).

CCWA also is responsible for complying with requirement of its National Pollution Discharge Elimination System (NPDES) General Wastewater Permit. CCWA developed a Watershed Protection Plan due to the discharges from its three Water Reclamation facilities.

The SWU has taken the lead for the annual reporting and other activities related to these two permits. At present time, the SWU needs assistance in developing and completing the reports and activities due to staffing shortage.

Recommendation:

CCWA staff recommended the awarding of Task Order JA-SW-18-05 to Jacobs Engineering in the amount not to exceed \$137,106.00 to perform the aforementioned scope and to authorize the General Manager to execute the task order.

UPON MOTION by Marie Barber and second by Vivian Baldwin it was

RESOLVED to award Stormwater Program Support Task Order JA-SW-18-05 to Jacobs Engineering for the not to exceed amount of \$137,106.00; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract. In favor: John Chafin, Marie Barber, John Westervelt, Dr. Cephus Jackson, Robin Malone and Vivian Baldwin. Abstain: Rodney Givens. Motion passes.

J.W. Smith WPP High Service Pump Station Evaluation: Water Production Manager Kendra Stanciel presented a recommendation on the J.W. Smith WPP High Service Pump Station Evaluation.

The purpose of this Task Order is to evaluate options for the pump station and associated motor control centers (MCCs) to help ensure reliable operations at our J. W. Smith Water Production Plant until its scheduled decommission in 2031. There are four high service pumps (3-3.0 MGD and 1-6.0 MGD pump) and two backwash pumps. The high service pumps transfers finished water from the clear well to Noah's Ark Repump Station and the backwash pumps are used to clean filters at the plant. Due to the age of these pumps (32 years old) there are difficulties in starting and operating the high service pumps as well as finding parts. The backwash pumps which contains all original parts makes it difficult to find replacement parts for repairs. Hazen and Sawyer met with CCWA staff and gathered information/concerns/issues about the High Service Pump Station and will propose the best options for improvements for future operations.

Recommendation:

CCWA staff recommended the awarding of the J.W. Smith WPP High Service Pump Station Evaluation to Hazen and Sawyer in the amount not to exceed \$79,790.00 to perform the aforementioned scope and to authorize the General Manager to execute the task order.

UPON MOTION by John Westervelt and second by Robin Malone, it was unanimously

RESOLVED to award the J.W. Smith WPP High Service Pump Station Evaluation Task Order to Hazen and Sawyer for the not to exceed amount of \$79,790.00 contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract.

Water Production and Storage Analysis: Program Management and Engineering Manager Kelly Taylor presented a recommendation on Water Production and Storage Analysis.

Beginning in 2000, CCWA authorized development of a calibrated Water Distribution Model to aid in understanding system deficiencies and the necessary capital improvements needed to address those deficiencies. Based upon EPA rulings targeting improved water quality, CCWA staff recognized the need to update the model in 2005 with full field calibration and develop an extended period simulation (EPS) model. Additional model updates were made in 2010 including an update to demand projections and near and long-term improvements recommendations. A full model calibration has not been performed since 2005, and the operational changes made in our system since that time warranted another model update. In 2017, staff recommended the *Water Distribution System Model* that would provide CCWA with a fully updated and calibrated model. A water system analysis task was conducted to identify areas of constant concern (chronically low pressure, high pressure, high velocity or flow reversals), pumping and transmission system capacity and capability to deliver peak flows, pump energy, fire flow, and water age analysis. The analysis shows that CCWA currently experiences elevated water age in the system, with the highest age in the northern service areas. The study also found that the CCWA maintains excess water storage capacity, particularly at elevated tanks. Recommendations include the elimination of specific elevated and ground

storage facilities and changes the finished water of storage at the water production plants. The analysis shows the system would benefit from operational changes in which the control of water production and distribution would be based on system pressure at critical locations rather than by tank levels at the re-pump stations.

These recommendations represent a shift in operational strategy that it merits further study to more fully understand the implications of making the proposed changes. These tasks will examine the regulatory, operational, and resilience implications of the proposed system modifications and will provide the basis for planning necessary capital improvements.

Recommendation:

CCWA staff recommended the awarding of Task Order JA-RE-18-07 to Jacobs Engineering in the amount not to exceed \$154,940.00 to perform the aforementioned scope and to authorize the General Manager to execute the task order.

UPON MOTION by Marie Barber and second by Robin Malone it was

RESOLVED to award Water Production and Storage Analysis Task Order JA-RE-18-07 to Jacobs Engineering for the not to exceed amount of \$154,940.00; contingent upon approval of bonds and insurance as required and to authorize the General Manager to sign the contract. In favor: John Chafin, Marie Barber, John Westervelt, Dr. Cephus Jackson, Robin Malone and Vivian Baldwin. Abstain: Rodney Givens. Motion passes.

Executive Session

UPON MOTION by John Westervelt and second by Marie Barber, it was unanimously

RESOLVED to enter an Executive Session in order to discuss legal matters.

UPON MOTION by Marie Barber and second by John Westervelt, it was unanimously

RESOLVED to leave the Executive Session and return to open session.

Updates from the Board Members and General Manager

UPON MOTION by Marie Barber and second by Robin Malone it was unanimously

RESOLVED to approve the Executive Session minutes as presented.

UPON MOTION by Rodney Givens and second by Marie Barber it was unanimously

RESOLVED to support the Pinewood Winter Gala which benefits Habitat for Humanity in Clayton County through sponsorship.

Bernard Franks provided an update on the 2019 Budget Retreat, which will be held at CCWA's Shamrock Community Use Building.

Bernard Franks provided an update on the Huie Recreation Non-Profit Foundation.

Bernard Franks provided an update on the 2019 AWWA ACE Conference.

Bernard Franks provided an update on the "Clean 13" Award recognition ceremony.

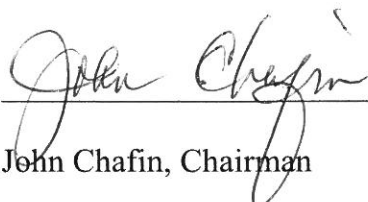
Bernard Franks provided an update on the Clayton County Chamber of Commerce Gala.

Bernard Franks provided an update on the Arts Clayton Arte Gras event.


Adjourn

UPON MOTION by Marie Barber and second by Vivian Baldwin it was unanimously

RESOLVED to adjourn the Board Meeting at 3:34 p.m., there being no further business to come before the Board of Directors.



John Chafin, Chairman



Rodney Givens, Secretary/Treasurer