

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting
Zoom Meeting

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

Invocation

Robin Malone introduced General Manager H. Bernard Franks to perform the invocation.

Approval of Amended Agenda

UPON MOTION by Marie Barber and second by Dr. Cephus Jackson it was unanimously

RESOLVED to amend the agenda to include moving WaterFirst to recognitions and an addition of the Executive session for personnel.

Approval of Minutes

Chairman Robin Malone called for any omissions or additions to the Minutes of the Regular Board Meeting held on March 4, 2021.

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

RESOLVED to approve the Minutes of the Regular Board Meeting held on March 4, 2021.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board. Information only, no action taken.

Recognitions

General Manager H. Bernard Franks, WaterFirst Program Manager Ansley Jones recognized CCWA for earning GEFA's WaterFirst Community designation.

New Business

Huie Financial Update and Recommendation: Finance Director Allison Halron presented a recommendation make accounting changes within our software to separate financial activities to provide efficiencies and improved monthly financial reporting for the Huie Nature Foundation Preserve (HNPF).

The request serves to reenforce the CCWA's commitment to the use of timber harvest funds, net of related timber expenses, for HNPF related activities and to clarify the

treatment of financial activity related to HNPF transactions as part of the Water and Sewer Fund.

Recommendation:

CCWA recommends transferring the cash currently reserved in timber harvest funds, less FY2020-2021 timber related expenses, into a separate “HNPF sub-company.”

UPON MOTION by John Westervelt and second by Rodney Givens it was unanimously

RESOLVED to approve on May 1, 2021, the cash currently reserved in timber harvest revenues of \$1,790,134 to be moved into a separate “HNPF sub-company” for related activities.

Customer Service Program Recommendation Resolutions: Customer Accounts Director Rodney Perkins presented a recommendation to amend the Clayton County Water Authority Law and Policy Manual Chapter 6 (“fees”).

Customer Service Recommendations - Resolution 2021-02

Staff is recommending approval of the Resolution 2021-02. Resolution 2021-02 addresses the following items:

1. Due to a question from a multi-family customer, legal recommended clarification of the definition of a multi-family customer. Legal and staff recommend a definition for multi-family commercial and multi-family residential. See resolution below for definitions.
2. Meter installation fees include the cost of the meter and labor. As meter costs change, staff is recommending that fees may be updated by staff as needed without Board approval. Fees will be updated and posted on the website.

**STATE OF GEORGIA
COUNTY OF CLAYTON**

RESOLUTION NO. 2021-02

A RESOLUTION BY THE CLAYTON COUNTY WATER AUTHORITY BOARD OF DIRECTORS TO AMEND CHAPTER 6 (“FEES”) IN THE CLAYTON COUNTY WATER AUTHORITY LAW AND POLICY MANUAL; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Clayton County Water Authority (“Authority”) and its Board of Directors (“Board”) were created on March 7, 1955 by the Georgia General Assembly (Ga. L. 1955, p. 3344); and

WHEREAS, the Board is authorized to set and establish the rates and fees for its customers; and

WHEREAS, the Board desires to amend the Authority’s Law and Policy Manual concerning its establishment of rates and fees.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED THAT: The Clayton County Water Authority Law and Policy Manual is hereby officially amended by striking the existing text in Chapter 6 (“Fees”) and adopting, in lieu thereof, the text set forth below:
“CHAPTER 6 FEES

SECTION 1 DEFINITIONS

The following words, terms, and phrases, when used in this Chapter shall have the meanings ascribed to them in this Section, except where context clearly indicates a different meaning:

Commercial Rates shall mean the rates and general fees for water and sewer services attributable to all Multi-Family Commercial and Non-Residential accounts.

Multi-Family Commercial shall mean developed land where two (2) or more attached or detached residential dwelling units are located and such units share one or more meters to determine usage, including, but not limited to, apartment houses, condominiums, town homes, attached single-family homes, boarding houses, group homes, hotels and motels, retirement centers, and other structures in which more than one family groups commonly and normally reside or could reside.

Multi-Family Residential a developed lot containing two (2) or more attached residential dwelling units that share an impervious area and are sub-metered by the Authority to determine usage for each unit, including duplexes, triplexes, and quadraplexes.

Non-Residential shall mean all developed land that does not constitute Single-Family Residential, Multi-Family Commercial, or Multi-Family Residential, including, but not limited to, developed land used for commercial, non-residential, industrial, or governmental purposes.

Residential Rates shall mean the rates and general fees for water and sewer services attributable to all Single-Family Residential and Multi-Family Residential accounts.

Single-Family Residential shall mean a developed lot containing one (1) principal residential dwelling structure. The lot may also contain up to one (1) accessory dwelling unit, such as a detached guest house, garage quarters, or in-law suite.

Note: the above definitions only apply to rates and general fees for water and sewer services. See Chapter 3, Section 3 (Stormwater Utility) for definitions applicable to stormwater service charges.

(Reference minutes of April ___, 2021 Pages _____)

SECTION 2 RATES AND GENERAL FEES

Rates and general fees include water rates, sewer rates, stormwater service charges, customer deposits, connection fees and other miscellaneous fees. All modifications to the rates and general fees must be approved by the Board of Directors. Notwithstanding anything to the contrary herein, Board approval is not required for modifications to connection fees and miscellaneous fees that are based on a decrease or increase in the costs related to the procurement of meters or other necessary equipment.

(Reference minutes of January 7, 2013 Pages 4715-4720; January 9, 2014 Pages 4867-4870;
June 4, 2015 Pages 5070-5074; March 3, 2016 Pages 5191-5202; April ___, 2021 Pages _____)"

IT IS FURTHER RESOLVED THAT this amendment shall be immediately effective upon adoption of this Resolution.

SO RESOLVED this 1st day of April 2021.

CLAYTON COUNTY WATER
AUTHORITY:

Robin Malone

Robin Malone (Apr 8, 2021 09:31 EDT)

Robin Malone, Chairman

ATTEST:

Rodney Givens

Rodney Givens, Secretary/Treasurer

APPROVED AS TO FORM:

Attorney for Clayton County Water Authority

Recommendation:

CCWA staff recommended approval of the Resolution 2021-02 to amend Chapter 6 (“Fees”) in the Clayton County Water Authority Law and Policy Manual, clarification of the Definition for multifamily commercial and multi-family residential customer rate classifications and clarify language about approval of modifications to connection fees and miscellaneous fees.

UPON MOTION by Rodney Givens and second by John Westervelt, it was unanimously

RESOLVED to approve Resolution 2021-02 to amend Chapter 6 (“Fees”) in the Clayton County Water Authority Law and Policy Manual to clarify language about approval of modifications to connection fees and miscellaneous fees that are based on a decrease or increase in the costs related to the procurement of meters or other necessary equipment.

Affordability Program Recommendation: Customer Accounts Director Rodney Perkins presented a recommendation to amend the Clayton County Water Authority Law and Policy Manual Section 20 Hardship Assistance.

CCWA has several ways of assisting low-income customers. Currently, our programs provide ongoing assistance for low-income senior citizens and veterans. There is also a temporary hardship program for customers who can demonstrate a current need/crisis.

**STATE OF GEORGIA
COUNTY OF CLAYTON**

RESOLUTION NO. 2021-03

A RESOLUTION BY THE CLAYTON COUNTY WATER AUTHORITY BOARD OF DIRECTORS TO AMEND CHAPTER 6 (“FEES”) IN THE CLAYTON COUNTY WATER AUTHORITY LAW AND POLICY MANUAL; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Clayton County Water Authority (“Authority”) and its Board of Directors (“Board”) were created on March 7, 1955 by the Georgia General Assembly (Ga. L. 1955, p. 3344); and

WHEREAS, the Board is authorized to set and establish the rates and fees for its

customers; and

WHEREAS, the Board desires to amend the Authority's Law and Policy Manual concerning its establishment of rates and fees.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED THAT: The Clayton County Water Authority Law and Policy Manual is hereby officially amended by striking the existing text in Chapter 8 ("Customer Service") and adopting, in lieu thereof, the text set forth below:

"CHAPTER 8 CUSTOMER SERVICE

SECTION 20 HARDSHIP ASSISTANCE

Affordability Programs are defined as programs that assist low-income customer or otherwise enhance customers' ability to pay their bill on time. The Authority offers two affordability programs including Hardship Assistance and Low-Income Discount program.

The Hardship Assistance program is available to assist applicants demonstrating hardship in paying their water and sewer bills to the Authority. Eligibility is determined by Board approved vendors. These vendors will receive a fee equal to twenty percent (20%) of the amounts paid to the Customer by the Authority. The maximum assistance available to any applicant shall be two hundred dollars (\$200) in a twelve-month period. Once qualified, the applicant and CCWA will be notified by the reviewing vendor and the customer's account will be credited from available Affordability Program funds. The credit will be displayed on the customer's bill.

The Low-Income Discount program allows low-income customers that are within 150% of the federal poverty guidelines, the opportunity to receive a monthly discount on their water and sewer bill. The low-income discount is \$2.50 for water and \$2.50 for sewer.

Funding for Affordability programs comes from revenue received from cell tower leases (less all expenses) and funds from the Gas South alliance partnership. At the end of each fiscal year, any funds that are unused will carry over to the next year.

(Reference minutes of May 4, 2006 Page 3304, June 3, 2010 Page 4322, August 5, 2010 Page 4351, December 3, 2015 Pages 5153 – 5156, September 1, 2016 Pages 5258 – 5263, November 7, 2019 Pages 5668 - 5671)

IT IS FURTHER RESOLVED THAT this amendment shall be immediately effective upon adoption of this Resolution.

SO RESOLVED this 1st day of April 2021.

CLAYTON COUNTY WATER AUTHORITY:

Robin Malone

Robin Malone (Apr 8, 2021 09:31 EDT)

Robin Malone, Chairman

ATTEST:

Rodney Givens

Rodney Givens, Secretary/Treasurer

APPROVED AS TO FORM:

Attorney for Clayton County Water Authority

Recommendation:

CCWA staff recommended approval of the Resolution 2021-03 to amend Chapter 8 (“Customer Service”) in the Clayton County Water Authority Law and Policy Manual, add a Low-Income Discount Program to CCWA’s Affordability Programs and discontinue CCWA’s existing senior citizens and veterans discount programs.

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

RESOLVED to approve Resolution 2021-03 to amend Chapter 8 (Customer Service) in the Clayton County Water Authority Law and Policy Manual; adding the introduction of a Low-Income Assistance Program to allow for all low-income customers under 150% of the poverty guidelines to receive the monthly discount up to \$5.00.

Water/Wastewater Treatment Chemical Bid Recommendation: Water Production Manager Coty McDaniel presented a bid recommendation for Water and Wastewater Treatment Chemicals for Water Production and Water Reclamation Facilities.

On March 2, 2021, Clayton County Water Authority received bids for its annual Water and Wastewater Treatment Chemicals for Water Production and Water

Reclamation Facilities. Clayton County Water Authority received bid packages from 29 vendors with 27 different vendors submitting bids for the 26 chemicals advertised.

COMPANY NAME OF BIDDER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	
	Liquid Alkaline Sulfate	Dense Soda Ash	Both Hydrazine Line	Liquid Line 30% Cobalt Hydroxide	Powdered Activated Carbon 50 lb bag	Powdered Activated Carbon (1000 lb sack)	Sodium Silica Fluoride (Pyrex material only)	Copper Sulfate Pent. Hydrate	Phosphoric Acid 30% P2O5	Sodium Hydroxide 25%	Sodium Hydroxide 25% 700-300 gal drum	Sodium Hydroxide 25% 55 gal drum	Sodium Hydroxide 25% 12.5% 1 gal	Sodium Hydroxide 25% 12.5% 1 gal	Caustic Soda 20%	Polymer Ashtal Pasalet KMOL	Polymer SE-305	Polymer Codeline 504	Polymer 1040LT	Polymer 627NL	Filter Press Polymer	Sulfuric Acid 70% Bath tank	Sulfuric Acid 70% Tank	Ferrous Sulfate Liquid	Potash Bath	Potash Bath	Aluminum Chloride 99%
	1 dry ton	1 lb	1 lb	1 lb	1 lb	1 lb	1 lb	1 lb	1 gal	1 lb	1 lb	1 gal	1 gal	1 gal	1 lb	1 lb	1 lb	1 lb	1 lb	1 lb	1 gal	1 lb	1 lb of iron EE	1 lb	1 lb	1 lb	
Affinity Chemicals LLC	\$ 330.00																										
Allegiance Corporation	No Bid																										
Alma Carbon LLC					\$ 0.80	\$ 0.95																					
Apur Water Services LLC																									\$ 0.76	\$ 1.10	
Brewing Mid-South	\$ 0.326				\$ 0.65	\$ 0.72	\$ 1.02	\$ 2.00		\$ 0.125	\$ 0.125	\$ 1.40	\$ 0.750	\$ 0.6750								\$ 0.34					
Burnet Line Co. Inc.				\$ 0.050																							
CAS Chemicals	\$ 385.00																										
CardPure Technologies						\$ 0.605																					
Carus LLC									\$ 2.3421																		
Cedarbark LLC																		\$ 1.35									
Chemtreat Chemicals, LLC	\$ 276.00																							\$ 1.7149			\$ 0.25
Cheney Lime & Cement Company Inc.		\$ 0.0465																									
CP Chemicals LLC													\$ 0.0022														
CSO Technologies LLC	\$ 472.01																										\$ 0.200
Jacobs Carbon Inc.					\$ 0.76	\$ 0.61																					
Kemira Water Solutions Inc.																								\$ 1.09			
Libert North America		\$ 0.1043																									
Messerschmidt Co.		\$ 0.0300																							\$ 1.25		
Petco																											
Shannon Chemical Corporation									\$ 3.83																		
SHF Polyline Inc.	No bid																\$ 1.30				\$ 1.30						
Solenis LLC	No bid																										
Southern States Chemical																						\$ 1.0000					
Specialty Chemical Co. LLC	\$ 0.2500						\$ 0.79			\$ 0.1951	\$ 0.1245	\$ 2.245	\$ 0.1000	\$ 0.0900													
Sterling Water Technologies LLC									\$ 2.3949								\$ 1.0000				\$ 0.0274						
Thermax Chemicals of Florida Inc.								\$ 2.200																\$ 1.10			
Univar Solutions	\$ 297.00	\$ 0.3200			\$ 0.7000			\$ 1.7703	\$ 7.9500	\$ 0.1000		\$ 2.0200	\$ 0.0470	\$ 0.0500													
Univar LLC																											\$ 0.25
Univerts Chemical								\$ 1.870																			
Lowest Bid Amount:	\$ 276.00	\$ 0.2500	\$ 0.1050	\$ 0.0500	\$ 0.6500	\$ 0.95	\$ 0.79	\$ 1.7703	\$ 2.3421	\$ 0.126	\$ 0.1245	\$ 1.40	\$ 0.0422	\$ 0.0600	\$ 1.5000	\$ 1.3000	\$ 1.3000	\$ -	\$ -	\$ 0.9574	\$ 1.0000	\$ 0.1400	\$ 1.70	\$ 0.76	\$ 1.10	\$ 0.25	
Lowest Bidders:	Chemtreat Chemicals, LLC	Specialty Chemical Co. LLC	Mississippi Line Co.	Burnet Line Co. Inc.	Brewing Mid-South	Alma Carbon LLC	Specialty Chemical Co. LLC	Univar Solutions	Carus LLC	Brewing Mid-South	Specialty Chemical Co. LLC	Brewing Mid-South	CP Chemicals, LLC	Univar Solutions	Sterling Water Technologies, Inc. LLC	SHF Polyline, Inc.	Cedarbark, LLC			Sterling Water Technologies, Inc. LLC	Southern States Chemical	Brewing Mid-South	Kemira Water Solutions, Inc.	Apur Water Services, LLC	Apur Water Services, LLC	CSO Technologies, LLC	

Recommendation:

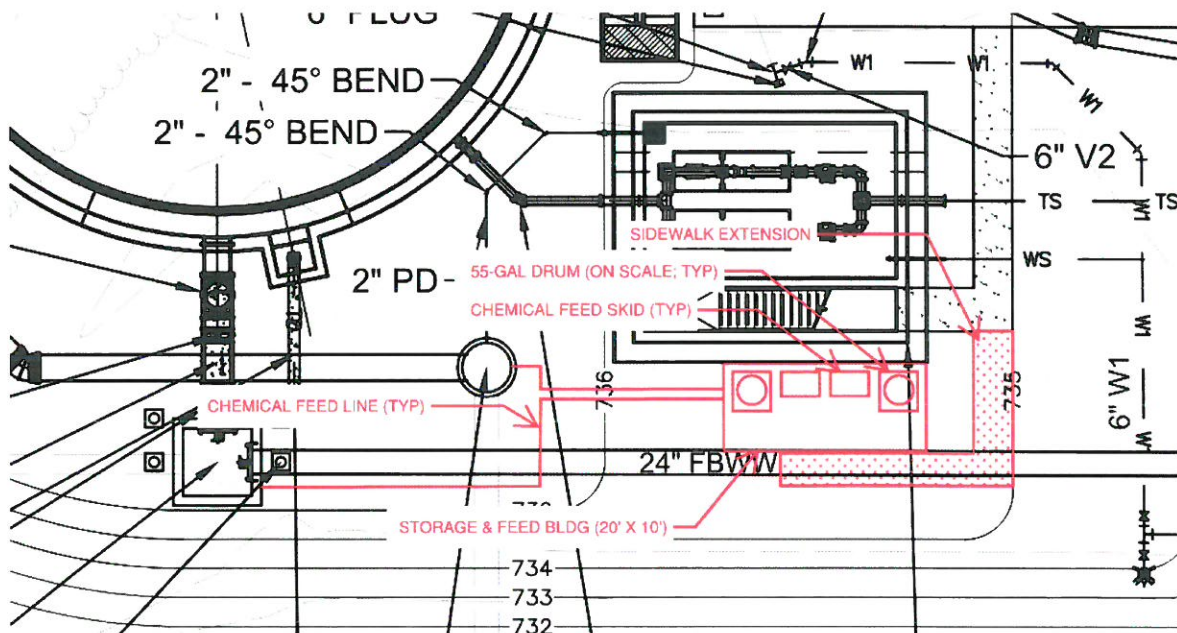
CCWA staff recommended to award bids for the individual chemicals to companies that have submitted the lowest responsive responsible bid for each chemical. Award is contingent upon the bidder meeting risk management requirements, executing the award acknowledgement as well as the Board authorizing the General Manager to sign the contract. CCWA has the authority to move to the next lowest responsive responsible bidder if the vendor cannot deliver the chemical agreed upon.

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

RESOLVED to award bids for the individual chemicals to companies that have submitted the lowest responsive responsible bid for each chemical.

Hooper Dechlorination Task Order Recommendation: Water Production Manager Coty McDaniel presented a recommendation for the construction and design of the dechlorination system to accurately monitor or remove residual chlorine concentrations due to the new chlorine residual limit.

The National Pollutant Discharge Elimination System (NPDES) permit regulating this discharge was updated on January 1, 2021 and includes a reduction in the maximum allowable residual chlorine concentration down to 0.01 mg/L, which must be met by December 31, 2021. At present, the Hooper WPP currently does not have the ability to accurately monitor or remove residual chlorine concentrations down to this recently reduced value, and the plant averages 0.20 to 0.30 milligrams per liter (mg/l) of chlorine at this discharge.



Recommendation:

CCWA staff recommended awarding Task Order No. RT-RE-20-10 to River2Tap, Inc. in the amount of \$219,720.00 for design and construction management services.

The Task Order will include the following tasks:

- Task 1 - Preliminary Engineering Services
- Task 2 - Detailed Design Services
- Task 3 – Construction Administration

- Task 4 – On Site Services and Construction Management

Construction

Due to the timeline of this project and the importance of meeting the deadline for the new permit regulation, CCWA has identified a potential contract piggyback opportunity with Gwinnett County Department of Water Resources (DWR). Gwinnett DWR had a competitive procurement (RP011-17 Provide On-Call Water and Wastewater Facility Equipment Repair and Maintenance on an Annual Contract) for an on-call construction contract to be used for urgent and emergency projects, or projects where there is not sufficient time for a typical design-bid-build process.

CCWA staff recommended the approval to piggyback off Gwinnett DWR's Contract RP011-17 and execute an On-Call Contract with Crowder Construction Company based on Gwinnett DWR's billing rate schedule and CCWA's contract terms.

- Staff recommends the approval to piggyback off Gwinnett DWR's Contract RP011-17 and execute an On-Call Contract with Crowder Construction Company based on Gwinnett DWR's billing rate schedule and CCWA's contract terms.
- Staff requests approval to authorize work for the Hooper Dechlorination System under the On-Call Contract in an amount not to exceed \$700,000.
- This project will be funded by the RE fund.

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was unanimously

RESOLVED to award Task Order No. RT-RE-20-10 to River2Tap, Inc. in the amount of \$219,720.00 for design and construction management services for new chemical storage and feed equipment housed in a pre-engineered building, new chlorine residual monitoring equipment, and additional associated appurtenances at the Hooper WPP not to exceed cost of \$800,000.00 and to authorize the General Manager to sign the Task Order.

Executive Session

UPON MOTION by Marie Barber and second by Dr. Cephus Jackson, it was unanimously

RESOLVED to enter an Executive Session to discuss personnel. No action taken.

Updates from the Board Members and General Manager

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

RESOLVED to approve the minutes of the Executive Session.

Compensation & Benefits Manager Michelle Jordan and Safety & Compliance Manager Walter Barber presented an update on the Covid Task Force. Information only, no action taken.

Adjourn

Chairman of the Board Robin Malone adjourned the Board Meeting at 3:44 p.m., there being no further business to come before the Board of Directors.

Robin Malone

Robin Malone (Apr 8, 2021 09:31 EDT)

Robin Malone, Chairman

Rodney Givens

Rodney Givens, Secretary/Treasurer

