

**Peachtree City Water & Sewerage Authority**  
**Regular Meeting**  
**Agenda**  
**Monday, September 9, 2019**  
**6:30 p.m.**

- I. Pledge of Allegiance
- II. Public Comment
- III. Minutes
  - August 5, 2019 - Regular Meeting Minutes
- IV. Reports
  - A. Authority Members
  - B. General Manager
- V. Annual Emergency Services Contract
- VI. Annual Services Contract
- VII. Surplus Vehicles
- VIII. FY 2020 Budget
- IX. Executive Session – Real Estate, Personnel, Potential Litigation
- X. Adjourn

**\*\* Location of meeting is Peachtree City Water & Sewerage Authority at 1127 Hwy. 74, South \*\***

**NOTE: This agenda is subject to change up to twenty-four hours prior to the scheduled meeting.**

**A quorum of City Council will be in attendance.**

Peachtree City Water and Sewerage Authority

August 5, 2019

The Peachtree City Water and Sewerage Authority held its monthly meeting on Monday, August 5, 2019, in the conference room of the John W. Gronner Administrative Center. The following individuals were present: Chairman Vanessa Fleisch, Vice-Chairman Mike King, Treasurer/Secretary Terry Ernst, Board Member Kevin Madden, Board Member Phil Prebor, Ms. Melissa Griffis (attorney with Rosenzweig, Jones, Horne & Griffis), Mr. Dan Davis (ISE), Ms. Leslie Baer (ISE), Mr. Bo Davis (ISE), Mr. John Dufresne, Ms. Corinne Kehayes, Mr. Kevin Hay, and Mr. Paul Dennis.

Ms. Fleisch called the meeting to order at 6:30 pm, and began with the Pledge of Allegiance.

Ms. Fleisch opened the meeting up for public comment.

Mr. Kevin Hay spoke during public comment. Mr. Hay stated he previously discussed the possibility of co-leasing the 4-H facility. Mr. Hay introduced Mr. Paul Dennis with the Fellowship of Christian Athletes (FCA) Outdoors, who would be responsible for the lease and insurance. Mr. Dennis stated he works with shooting teams on a national basis. Mr. Dennis stated their vision would be that the facility could be used by groups in the community – several high school teams, 4-H team, scouts, church groups, etc. The current 4-H facility is not available to other teams because of their setup. Mr. Dennis stated the idea would be that FCA would manage it and make it available. The conditions would be that there is a NRA level 1 or equivalent instructor onsite – usually a shotgun team coach or range officer. The instructor would need to be approved with FCA, and have a background check. Mr. King asked if they would be using shotguns only, no handguns or rifles. Mr. Dennis stated yes only shotguns. Mr. Madden asked if the 4-H cannot allow FCA to use the site. Mr. Hay stated in order to use the facility, you must be a member of the Fayette County 4-H and have one of their coaches onsite which can make it difficult if you're not out there with a preplanned practice. Mr. Dennis stated they've checked with their corporate office and insurance, and that they would make it available to other groups. Mr. Dennis stated that most high school and 4-H coaches are NRA level 1 shotgun coaches; they've been through training. Mr. Dennis stated they partner with the DNR and would bring them in to provide shooting sports consultants. Mr. Hay stated the facilities would be separate from the 4-H facility in a field that is not currently utilized with a separate, dedicated entrance; but time would be coordinated so that the fields are not used at the same time. Ms. Fleisch asked regarding the size of the field (acres). Mr. Hay stated one trap and skeet field, or approximately less than a third of what the 4-H is currently using. Mr. Hay stated they would provide the build-out and equipment. Mr. Dennis stated there would be a structure needed; a tower with throwers and a walkway. Mr. King asked if there are bleachers for viewing. Mr. Dennis stated not necessarily. Mr. King asked if they have skeet shooting already on the site. Mr. Hay stated yes, they do currently have skeet shooting with the 4-H.

Ms. Fleisch asked for a motion to approve the July 8, 2019 regular meeting minutes. Mr. King made the motion, seconded by Mr. Ernst. Motion carried.

There were no reports from the authority members. As a General Manager report, Mr. Dan Davis stated that the team has completed reviews for the employees.

Mr. Bo Davis provided a review of the FY2020 budget (see attachment). Mr. Bo Davis noted the final FY2019 numbers were projected to aid in the preparation of the FY2020 budget. Mr. Bo Davis stated

these projections are estimates and likely to fluctuate with the actual year end numbers. Staff including Mr. Bo Davis, Dan Davis, Cary Dial, Leslie Baer and department managers have coordinated on the upcoming needs of the Authority for FY2020. Revenues were budgeted for 2019 at \$9.9 million and are projected to come in at \$9.6 million. However, summer revenues are typically higher due to increases in water usage so this number will likely change. The initial budget for 2020 revenue is \$9.63 million, a small increase from the projected FY2019. Expenses for 2019 were budgeted \$5.4 million and are projected to come in at \$5.2 million. The initial budget for 2020 expenses is \$5.6 million. This includes hiring two full-time administrative positions: the Controller and the Deputy General Manager. Other cost increases include tipping fees for landfills, the installation of a qualified safety program, and corrections in the use of processing chemicals. The projected operating surplus for FY2019 is \$4.4 million. This surplus will be used to satisfy the bond debt service payments and all capital expenditures. The budget surplus for 2020 is estimated at \$4 million and will likewise be used to satisfy the debt service payments and fund all capital expenditures. As a note, the 2020 budget plans on capital expenditures of \$951,000; a detailed list of capital projects will be provided at the next Board meeting as that number is being fine-tuned. At the end of FY2020 existing bond principal for the 2013a series will be \$7.8 million and the 2013b series will be \$5.3 million. The series 2013b are due to mature at March 1, 2023. Ms. Griffis stated the Board does not need to vote on the budget tonight, this is a draft. The Board will vote on the budget next month for adoption.

Mr. Dan Davis discussed the Sale of Surplus Vehicles and Equipment; stating the list provided is a comprehensive list of vehicles/equipment. Mr. King reviewed the proposed surplus targeted for sale; numbers 7046 (F-250/60,000 miles), 7061 (Fusion/26,000 miles), 7066 (F-150/90,000 miles), and 7067 (F-250/utility body/41,000 miles). Mr. King noted that typically when vehicles come in to be sold as surplus, they are beat up and sometimes not running; and that these vehicles are in great running condition, which is unusual for vehicles this age being sold as surplus. Mr. King asked if the Authority is required to use GovDeals.com or can they sell directly to the public. Ms. Griffis stated the Authority can sell directly, but they have to go through the proper process of advertising; but it doesn't matter who they go through. Mr. Prebor stated the Authority will get more for the vehicles if people can see the vehicles. Mr. Dan Davis asked if we can list them and take bids. Ms. Griffis stated yes or we could get a dealership to do an RFP. Mr. King stated the dealership will send their wholesale person in to look at the vehicles and give an offer. Ms. Fleisch asked if a minimum can be set on GovDeals. Ms. Griffis stated yes, a minimum can be set. Mr. Prebor stated marketing the vehicles (where someone can see them in person) will get the most money. Mr. Ernst stated the vehicles can be sold to an individual, but cannot be sold to an employee. Mr. King stated they can be listed on the WASA website and then take sealed/silent bids. Ms. Griffis stated she would need to check on the proper process/procedure. Mr. Ernst asked what the surplus vehicles are used for. Mr. King and Mr. Dan Davis stated: 1) was an operator's vehicle who retired – he took it home for on call; 2) one with a tool box that goes to different job sites; 3) a Fusion used for in town deliveries; and 4) a backhoe which was sitting with the battery dead until recently (it does not have a trailer). Mr. King noted the backhoe cost \$85,000 and is not typical for construction because it has rubber wheels instead of track; since 2017 it has 53 hours on it. Mr. Dan Davis stated the trailer for the backhoe was taken out of the budget last year. Ms. Fleisch stated if the backhoe is kept, the trailer needs to be added back to the budget. Mr. Ernst stated we should keep a close eye on the backhoe to see if it's being used. Mr. Madden made a motion to table the Surplus Vehicles item until the September Board meeting, seconded by Mr. Ernst. Motion carried.

Ms. Fleisch asked for a motion to adjourn into Executive Session for the purpose of Real Estate, Personnel, and Potential Litigation. The motion was made by Mr. Prebor and seconded by Mr. Madden. Motion carried. The meeting was adjourned into Executive Session at 6:55 pm.

The meeting was reconvened at 7:51 pm.

Mr. King made a motion to approve the personnel actions voted on in Executive Session. It was seconded by Mr. Madden. Motion carried.

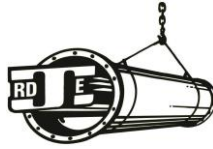
Ms. Fleisch asked for a motion to adjourn. The motion was made by Mr. King and seconded by Mr. Madden. Motion carried. The meeting was adjourned at 7:51 pm.

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Chairman - Vanessa Fleisch

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Treasurer/Secretary - Terry Ernst



**RDJE, INC.**  
**679 HWY 29 SOUTH**  
**NEWNAN, GA 30263 U.S.A.**  
**PHONE 770-251-2667 FAX 770-254-1563**

August 22, 2019

Peachtree City Water and Sewerage Authority  
1127 Highway 74 South  
Peachtree City, Ga 30269

ATTN: Nathan Brooks

Reference: Annual Emergency Services Contract

Dear Mr. Brooks,

RDJE, Inc. would like to extend the Annual Emergency Services Contract to the next fiscal year. We will retain the existing rate structure as the 2017 contract. We have enjoyed working with you and look forward to the opportunity of supporting your future needs.

If you have any questions or concerns, please contact me directly.

Thank you,

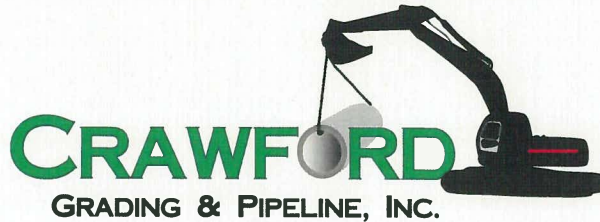
*Joseph Webb*

Joe Webb  
RDJE, Inc.  
Project Manager  
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Georgia Utility Contractor's License #UC-302155  
Alabama Utility Contractor's License #46965  
Florida Utility Contractor's License #CUC1224295  
Mississippi Utility Contractor's License #20116-SC  
Tennessee Utility Contractor's License #00062512





August 19, 2019

Nathan Brooks  
**Peachtree City Water & Sewerage Authority**  
1127 Highway 74 South  
Peachtree City, GA 30269

**RE: Annual Services Contract**  
**Letter to Extend Contract for 12 Additional Months**

Nathan,

This letter serves as our commitment to extend our contract with Peachtree City Water & Sewerage Authority for the Annual Services Contract for 12 additional months.

If you have any questions or need anything further, please give me a call at our office.

Sincerely,

**CRAWFORD GRADING AND PIPELINE, INC.**

A handwritten signature in blue ink, appearing to read "Matt Crawford", is written over a faint, light blue circular watermark.

Matt Crawford

**PEACHTREE CITY WATER AND SEWERAGE AUTHORITY**  
**Surplus Vehicles**

September 2019

<b>Vehicle Number</b>	<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>Vehicle ID Number</b>
7046	2006	Ford	F-250 XL SD Long Bed (Fuel Truck)	1FTSF20P16EB49819
7057	2014	Ford	F-150 XL	1FTSF20P86EB49820
7061	2013	Ford	Fusion	3FA6P0G76DR205150
7066	2014	Ford	F-150 XL	1FTMF16M7EKD94046



FY 2020 Operating Budget  
Monday, September 9, 2019

**PROPOSED**

	<b>ACTUAL FY 2018</b>	<b>PROJECTED FY 2019</b>	<b>BUDGET FY 2020</b>
Revenues - Rate	\$8,836,976	\$8,810,306	\$8,854,355
Revenues - Fee	\$931,240	\$925,457	\$930,857
<b>Operating Fund Revenues</b>	<b>\$9,768,217</b>	<b>\$9,735,763</b>	<b>\$9,785,212</b>
Salaries, Wages, & Benefits	\$2,394,636	\$2,162,629	\$2,576,304
Materials, Supplies, & Services	\$2,889,618	\$3,017,308	\$3,105,720
<b>Operation Expenditures*</b>	<b>\$5,574,713</b>	<b>\$5,179,937</b>	<b>\$5,682,024</b>
<b>Operating Surplus (Deficit)</b>	<b>\$4,193,504</b>	<b>\$4,555,825</b>	<b>\$4,103,188</b>
Other Income (Expense)	\$0	\$45,307	\$0
<b>Total Surplus (Deficit)</b>	<b>\$4,193,504</b>	<b>\$4,601,132</b>	<b>\$4,103,188</b>
<b>CAPITAL SPENDING &amp; DEBT SERVICE</b>			
Debt Service Payment	\$2,748,878	\$2,749,431	\$2,747,677
Renewal & Extention	\$988,683	\$340,337	\$350,000
Capitla & Project	\$484,257	\$127,580	\$626,000
<b>Sub-Total</b>	<b>\$4,221,819</b>	<b>\$3,217,347</b>	<b>\$3,723,677</b>

\* Does not include the Non-Cash Expenses of Depreciation or Amortization