

Peachtree City Water and Sewerage Authority

November 4, 2019

The Peachtree City Water and Sewerage Authority held its monthly meeting on Monday, November 4, 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), Ms. Millie Shah (WASA), Mr. Larry McNeil (WASA), and Mr. Todd Browning (J. Smith Lanier & Co.).

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. There were no public comments.

Ms. Fleisch asked for a motion to approve the October 7, 2019 regular meeting minutes. Mr. King made the motion, seconded by Mr. Madden. Motion carried.

There were no reports from the Authority members. As a General Manager report, Mr. Dan Davis asked that the Board keep Mr. Michael Cole in their thoughts and prayers as his brother passed away in a motorcycle accident. Mr. Dan Davis discussed the team's plan for establishing a new file structure for server data and archiving historical data. Mr. Dan Davis discussed the historical expenses on pumps and chemicals. Mr. Dan Davis stated the team is working on reducing the chemical expenses. Mr. Dan Davis stated pump expenses for previous years: 2017 - \$635,127, 2018 - \$210,183, 2019 - \$191,831; this year WASA has spent \$40,000 on pumps. The Authority utilizes three companies for pump repair/rebuild services (Southern Rewind, Goforth Williamson, and Pro Pump) but primarily utilizing Southern Rewind and Goforth Williamson. Mr. Dan Davis stated there are a variety of things that can cause a problem with pumps – rags, rocks, etc. Mr. Dan Davis stated WASA is utilizing software, SEMS, to track the life span and maintenance of the pumps; some of the pumps have reached the end of their life. Mr. Madden asked what is the typical lifespan of a pump. Mr. Dan Davis responded the typical lifespan is 15 years for a pump, because of the caustic environment. Ms. Fleisch asked regarding the last time all pumps were evaluated. Mr. Dan Davis stated all the pumps have not been evaluated; the team is trying to work through the chemicals and then the pump situation. Mr. Dan Davis stated the chemicals are for odor and corrosion control. The chemicals were cut to pump station 13 by one half, and there may be complaints regarding odor as a result. Mr. Prebor asked what WASA is doing to keep rocks and rags out of the system. Mr. Dan Davis stated the idea of some type of basket to catch items; Mr. McNeil stated it would not be practical – although the impellers are capable of passing items, but you could use a bar screen. Mr. King stated the idea is good to put something in the system to catch large items. Mr. Dan Davis stated pump station 31 had a failure in both pumps because of a control failure. Mr. Dan Davis stated the team has had about half the controllers replaced so far. Mr. Dan Davis stated the team has cut cost in a lot of areas and created efficiency, now the focus will be on chemicals and pumps. Mr. Dan Davis discussed FOG (fats oils and grease) – there is stuff that makes its way into the system from grease traps; the Authority has not had a standard for the frequency of grease trap inspections per year. Mr. Dan Davis stated the team will now inspect all 300 grease traps four times a year, as well as update the sewer use ordinance to add grease trap requirements and inspections. Mr. Dan Davis stated Mr. McNeil found that other utilities charge per year for FOG inspections – about \$150 per year. Mr. Dan Davis stated this charge could be included on the Fayette County bill. Mr. Dan Davis estimated this type fee could generate approximately \$45,000 per year. Mr. Dan Davis stated the finance files in the work room

have been scanned, and the large format documents remain. Ms. Baer will be evaluating a wide format scanner. Ms. Shah stated three out of four vehicles listed have been sold (2006 truck at \$5,300, 2014 truck at \$13,000, and car at \$8,210), with money received for two. Ms. Shah stated she will do the bidding process again for the one truck that has not sold, but it will have a reserve.

Mr. Dan Davis discussed the medical insurance renewal, stating Mr. Todd Browning shopped the major medical plans (gold and platinum). Mr. Dan Davis stated the recommendation will be to renew the same program as last year (the base gold plan and an option allowing employees to buy-up to the platinum plan) and include a FSA (flexible spending arrangement) program. Mr. Dan Davis stated the renewal is within the budgeted amount. Mr. Prebor asked if the employee loses money set aside in the FSA if they don't spend it by the end of the year. Mr. Browning stated up to \$500 can roll over to the next year; anything above \$500 will be lost. Mr. Browning discussed the renewal details, stating it was a pretty good renewal. The Authority is under ACA metal level plans for small groups. The platinum plan premium cost increased by 8.25% and the gold plan premium cost increased by 6.93%. Mr. Browning stated by comparison, several other plans with other clients have increased 40% this year. Mr. Browning stated the ACA plans are rated on area factor and age only, with age basis being predominant. The renewal shows that United Healthcare (the current provider) is comfortable with how the underlying rate table is structured. Mr. Browning stated we will hold an open enrollment meeting next week with the staff explaining that they worked with management to shop coverage and offer the best plan for the group that the market will allow. Ms. Fleisch asked what is the maximum amount allowed in the FSA. Mr. Browning stated that maximum amount is established by the IRS, estimated at \$2,750. Mr. Browning discussed the remaining insurance plans:

- Dental - no increase in premium
- Vision - no increase in premium
- Life - 5.1% increase in premium (equating to a total increase of approximately \$460 per year)
- Long-term Disability - no increase in premium
- Short-term Disability - no increase in premium
- Accidental Death and Dismemberment - no increase in premium

Ms. Baer stated the FSA will cost about \$1,200 per year to administer. The Board thanked Mr. Browning for his presentation and he was dismissed from the meeting. Mr. Ernst made a motion to approve the medical insurance as recommended by Mr. Dan Davis, Ms. Baer, and Mr. Browning (including offering the gold plan and allowing employees to buy-up to the platinum plan if they elect), along with the ancillary plans discussed. The motion was seconded by Mr. King. Motion carried. Mr. Ernst made a motion to begin a FSA for the Authority and allow Ms. Fleisch to execute documents necessary to create the FSA plan. The motion was seconded by Mr. King. Motion carried.

Mr. Dan Davis discussed the credit cards; stating they are up for renewal. Mr. King made a motion to approve adding Mr. McNeil and Ms. Shah as authorized users to the accounts and removing any other previous employees, seconded by Mr. Ernst. Motion carried.

Mr. Dan Davis discussed the safety plan proposal. Mr. Dan Davis stated there has not been a safety program in the recent past. Mr. Dan Davis stated WASA needs a vigorous safety plan which includes training. Mr. Dan Davis stated the program needs to be conducted by an outside firm so that they can do surprise inspections. Mr. Dan Davis stated he has known the Principal of the proposed firm, Mr. Billy Padgett, for many years and they are the only organization in this area doing this type of program; they are close and will dedicate themselves to performing this function for to the Authority. Ms. Griffis stated she removed provisions from the contract that the Authority cannot agree to and verified that the

company has liability insurance. Mr. Ernst asked if the contract needed to go through the RFP process. Ms. Griffis stated it did not because the cost is under the threshold to require an RFP. Mr. King stated previously safety was looked at internally; it is time to have another set of external eyes and ears. Ms. Griffis stated there is a 30-day termination clause in the contract. Mr. Madden asked Mr. McNeil regarding the safety process at his previous employer. Mr. McNeil stated safety was initially performed by an in-house group, but then it moved to the managers to maintain. Mr. Prebor asked if the cost proposed is typical. Mr. Prebor stated that it was brought to his attention that the proposed company is related to Mr. Marty Harbin; would this be a conflict of interest. Ms. Griffis stated she was not aware of any conflict, and that WASA negotiated a contract that would benefit WASA. Mr. Prebor stated he would feel more comfortable knowing that the cost is the going rate. Mr. King stated the Authority has not had a safety evaluation, and it needs to be completed as soon as possible. Ms. Griffis stated it would be appropriate initially for an outside company to provide the service/program. Mr. Prebor asked if it would be appropriate to approve something and have a stipulation to find something to compare the program with. Mr. Ernst stated the Authority needs the program; there are definitely some safety issues. Mr. Madden confirmed that the cost is \$5,000 initial cost with a recurring cost of \$3,400 per month. Mr. Prebor made a motion to approve the agreement with Padgett Risk Consultants, LLC with the understanding staff would continue searching for other options, and if other options become available he would like those presented to the Board at that time and the Board will review the two contracts, seconded by Mr. Ernst. Motion carried.

Mr. Dan Davis discussed the Industrial Pre-Treatment Program; WASA is delegated that authority by the EPD. Mr. Dan Davis stated WASA regulates and enforces the program for industrial waste. Mr. Dan Davis stated ISE has completed these services for WASA for many years; except for in 2016 when the staff tried to run the program in-house. Mr. Dan Davis stated the program includes sampling at five facilities. Mr. Dan Davis stated it is renewal time for the contract, which is above and beyond our interim management role. Ms. Griffis stated she removed some language in the terms and conditions that the Authority cannot agree to. Mr. King made a motion to approve the Work Authorization for the Industrial Pre-Treatment Program, covering July 2019 to June 2020, seconded by Mr. Madden. Motion carried.

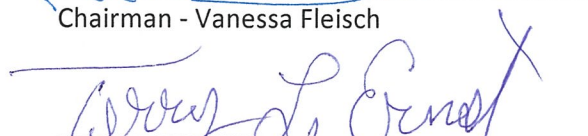
Ms. Fleisch asked for a motion to adjourn into Executive Session for the purpose of Real Estate, Personnel, and Potential Litigation. The motion was made by Mr. King and seconded by Mr. Madden. Motion carried. The meeting was adjourned into Executive Session at 7:20 pm.

The meeting was reconvened at 8:13 pm.

Ms. Fleisch asked for a motion to adjourn. The motion was made by Mr. Madden and seconded by Mr. Prebor. Motion carried. The meeting was adjourned at 8:13 pm.



Chairman - Vanessa Fleisch



Treasurer/Secretary - Terry Ernst