

**Peachtree City Water & Sewerage Authority  
Regular Meeting  
Agenda  
Tuesday, August 11 2020  
8:00 a.m.**

**I. Pledge of Allegiance**

**II. Public Comment**

**III. Minutes**

**July 7, 2020 - Regular Meeting Minutes**

**IV. Reports**

**A. Authority Members**

**B. General Manager**

**V. Quarterly Financial Update**

**VI. FY 2021 Budget Presentation**

**VII. Property Committee Report**

**VIII. Executive Session – Real Estate, Personnel, Potential Litigation**

**IX. 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

July 7, 2020

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, July 7, 2020, in the break room and 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 Phil Prebor, Board Member Kevin Madden, Ms. Melissa Griffis (attorney with Horne & Griffis), Mr. Dan Davis (ISE), Ms. Leslie Baer (ISE), Ms. Millie Shah (WASA), Mr. Larry McNeil (WASA), Mr. Chris Miller (Cpak Technology Solutions), and Mr. John Dufresne. Due to the COVID-19 pandemic and Governor Brian Kemp's Executive Order the Board members were located in the break room and the public was in the Board room for proper social distancing with live video and audio being fed into each room.

Ms. Fleisch called the meeting to order at 8:00 am, 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 June 1, 2020 regular meeting minutes. Mr. King made the motion, seconded by Mr. Ernst. Mr. Madden abstained. Motion carried.

There were no reports from the Authority members. As a General Manager report, Mr. Dan Davis stated overall there have not been any odor complaints from citizens. There was a complaint at Foreston Place last week, but this is a historical problem; we have been continuing to monitor the issue. Mr. Prebor asked when the Authority gets an odor complaint, how long does it take the staff to resolve. Mr. Dan Davis stated the staff have been pumping out the wet wells and removing any stagnant effluent which has practically eliminated odors and allowed us to discontinue the chemicals. Mr. Prebor asked if someone complains of odor, does the staff go and pump out the well. Mr. Dan Davis stated that is correct. Mr. Madden asked if this complaint was related to the pump station at Starr's Mill. Mr. Dan Davis said it is indirectly related, as the system does pump from there to Foreston Place.

Mr. Dan Davis discussed the change in Meeting Dates for 2020-2021, stating the dates proposed are the second Tuesday of every month at 8:00 am. Mr. Ernst made a motion to approve the Meeting Dates for 2020-2021, seconded by Mr. Madden. Motion carried.

Mr. Dan Davis discussed the Resolution on Septage Receiving and Septage Receiving Application and Conditions. Mr. Dan Davis stated Reve Solutions was at our Line Creek plant, but have vacated the property. Once they vacated the property, the Authority changed how it is receiving septage. As an interim step, the Authority is limiting haulers to three within the County, containing septage from Fayette County only. Mr. Dan Davis stated under the new system, scheduling of haulers will be run through the internet, scheduled and paid for on the website providing a more automated process, and loads will be limited to 10-15 per day due to limitations at the plant. Mr. Prebor asked if the Authority runs the risk of not having enough capacity for Fayette County haulers. Ms. Griffis stated there is a stipulation in the agreement that the Authority only accepts Fayette County waste in order to honor the contract with Fayette County. Mr. Prebor asked what is the anticipated load. Mr. Dan Davis stated the plant is currently accepting 10 loads per day; this could increase to 15 per day; however, a pretreatment device could be added which will increase the load capacity. The rate to be charged is \$0.08 per gallon. The cost to rework the website is within budget. Mr. Madden asked if this system would provide the opportunity to know ahead of time who is coming and identify that they are from Fayette County. Mr. Dan Davis stated the haulers will reserve a time slot and pay by credit card on the website. In addition, the haulers are signing an application with conditions certifying they're bringing Fayette County waste; if we find out they are violating that condition they will be revoked. Mr. Madden asked if the renovated Fayetteville facility will be competing

with us. Mr. Dan Davis stated the pretreatment standards in Fayetteville are too high for septage receiving. Mr. Prebor asked who is our competition. Mr. Dan Davis stated the haulers are sensitive to price, but the rate proposed is highly competitive; the lower we set the rate, the greater the volume. Mr. Ernst asked what is the typical load size. Mr. McNeil stated the average size is 2,000 to 3,000 gallons. Ms. Griffis reviewed the documents provided: 1) the Permit Application, which provides for a decal on the truck and a credit card on file; 2) the Permit Conditions which contains the details of the service and cost; and 3) the Resolution (the first resolution was adopted 10/11/2010 with an amendment on 03/05/2018), which will change the cost to a \$50 fixed fee (\$25 capital recovery fee and \$25 administrative fee) plus a volumetric charge of \$0.08 per gallon. Ms. Millie Shah and her team determined these costs to ensure the Authority is covering the cost to provide the service. Mr. King made a motion to approve the Resolution on Septage Receiving, seconded by Mr. Madden. Motion carried. Mr. Madden made a motion to approve the Septage Receiving Application and Conditions, seconded by Mr. Prebor. Motion carried.

Mr. Dan Davis discussed the ISE Contract, stating this continues ISE's services providing himself as the General Manager and Ms. Leslie Baer administering HR. Mr. Dan Davis stated the contract can be terminated at any time with 30-days' notice and the rate for the year is the same as last year. Mr. Ernst made a motion to approve the ISE Contract, seconded by Mr. Madden. Motion carried.

Mr. Dan Davis discussed the ISE Work Authorization for the Industrial Pretreatment Program. Mr. Dan Davis stated this program is to monitor and enforce ordinances/regulations regarding industrial pretreatment, which is a requirement of the EPD. Industries are fined when they don't meet the requirements. Mr. Dan Davis stated ISE has provided this service for several years, and this program includes five industrial businesses. Mr. King made a motion to approve the ISE Work Authorization for the Industrial Pretreatment Program, seconded by Mr. Madden. Motion carried.

Ms. Fleisch asked for a motion to adjourn into Executive Session for the purpose of Potential Litigation. The motion was made by Mr. King and seconded by Mr. Ernst. Motion carried. The meeting was adjourned into Executive Session at 8:22 am.

The meeting was reconvened at 9:11 am.

Ms. Fleisch asked for a motion to adjourn. The motion was made by Mr. King and seconded by Mr. Ernst. Motion carried. The meeting was adjourned at 9:11 am.

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Chairman - Vanessa Fleisch

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Treasurer/Secretary - Terry Ernst



**Quarterly Financial Report**  
**June 30, 2020**

**PCWASA Cash Account Balances**  
**June 30, 2020**

1111 Revenue Operating Account	\$ 2,848,058
1112 Sinking Fund Account	\$ 1,468,053
1113 Renewal & Extension Account	\$ 8,964
1114 Capital Fund Account	\$ 7,540
1320 Georgia Fund One	\$ 3,721,797
	<u>\$ 8,054,412</u>

Peachtree City Water and Sewerage Authority  
Financial Report  
For the Fiscal Year Ending on September 30, 2020  
Unaudited

	<b>FY 2020</b>	<b>FY 2020</b>	
	<b><u>APPROVED BUDGET</u></b>	<b><u>ACTUAL/ ENCUMBRANCES</u></b>	<b><u>% Used YTD</u></b>
Revenues - Rate	\$8,854,355	\$6,785,975	76.64%
Revenues - Fee	\$930,857	\$641,091	68.87%
<u>Operating Fund Revenues</u>	<u>\$9,785,212</u>	<u>\$7,427,066</u>	
Salaries, Wages, & Benefits	\$2,576,304	\$1,320,063	51.24%
Materials, Supplies, & Services	\$3,105,720	\$2,611,319	84.08%
<u>Operation Expenditures</u>	<u>\$5,682,024</u>	<u>\$3,931,382</u>	69.19%
<u>Operating Surplus (Deficit)</u>	<u>\$4,103,188</u>	<u>\$3,495,684</u>	
Oper Trfr-Sinking Fund	\$2,747,677	\$2,535,223	92.27%
Oper Trfr-Ren & Ext	\$350,000	\$103,006	29.43%
Oper Trfr-Capital	\$626,000	\$78,967	12.61%
<u>Sub-Total</u>	<u>\$3,723,677</u>	<u>\$2,717,196</u>	72.97%
<u>Total All Expenditures</u>	<u>\$9,405,701</u>	<u>\$6,648,578</u>	
Net Surplus (Deficit)	\$379,511	\$778,488	
<u>Other Income (Expenditures)</u>	<u>\$10,000</u>	<u>\$26,510</u>	
<u>Total Surplus (Deficit)</u>	<u>\$389,511</u>	<u>\$804,998</u>	
Percentage into Budget Year:	75%		

# **Annual Operating & Capital Budget Fiscal Year 2021**

**Submitted by:**

**L.H. (Dan) Davis, Jr., General Manager**

**Larry McNeil, Deputy General Manager**

**Prepared by: Millie Shah, Controller**

**FY2021 OPERATING**

	FY2019 Actual	FY2020 Budget	FY2020 Projected	Variance (under)/Over	FY2021 Budget	\$ Change PY	% Change PY
Revenues - Rate	9,123,446	8,854,355	9,064,725	210,370	<b>9,135,000</b>	\$280,645	0.8%
Revenues - Fee	909,953	930,857	736,011	(194,846)	<b>818,500</b>	(\$112,357)	11.2%
Operating Fund Revenues	10,033,399	9,785,212	9,800,736	15,524	<b>9,953,500</b>	\$168,288	1.6%
Salaries, Wages, & Benefits	2,240,745	2,576,306	2,362,727	213,579	<b>2,873,986</b>	\$297,679	21.6%
Materials, Supplies, & Services	2,941,288	3,105,720	2,755,375	350,345	<b>2,943,321</b>	(\$162,399)	6.8%
Operation Expenditures*	5,182,033	5,682,026	5,118,102	563,925	<b>5,817,307</b>	\$135,280	13.7%
Operating Surplus (Deficit)	4,851,366	4,103,186	4,682,634	579,448	<b>4,136,193</b>	\$33,008	-11.7%
Other Income (Expense)	45,307	0	26,510	0	<b>0</b>	0	-100.0%
Total Surplus (Deficit)	4,896,673	4,103,186	4,709,144	579,448	<b>4,136,193</b>	\$33,008	-12.17%
<b>FY2021 CAPITAL SPENDING &amp; DEBT SERVICE</b>							
Debt Service Payment	2,748,878	2,747,677	2,747,677	0	<b>2,744,698</b>	(2,979)	-0.11%
Renewal & Extension	42,217	350,000	350,000	0	<b>350,000</b>	0	0.00%
Capital & Project	192,126	626,000	433,425	192,575	<b>1,232,000</b>	606,000	184.25%
Sub-Total	2,983,221	3,723,677	3,531,102	192,575	<b>4,326,698</b>	603,021	22.53%
Use of Reserve fund for Capital Projects					<b>400,000</b>	400,000	
	1,913,452	379,509	1,178,042	772,023	<b>209,496</b>	(170,013)	



Fiscal Year	2013A Series			2013B Series			Grand Totals		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2021		\$ 300,000.00	300,000.00	2,345,000.00	\$ 99,697.75	2,444,697.75	2,345,000.00	399,697.75	2,744,697.75
2022		\$ 300,000.00	300,000.00	2,405,000.00	\$ 44,787.25	2,449,787.25	2,405,000.00	344,787.25	2,749,787.25
		600,000.00	600,000.00	4,750,000.00	144,485.00	4,894,485.00	4,750,000.00	744,485.00	5,494,485.00
2023	1,900,000.00	\$ 268,000.00	2,168,000.00	565,000.00	7,542.75	572,542.75	2,465,000.00	275,542.75	2,740,542.75
2024	1,385,000.00	\$ 208,300.00	1,593,300.00				1,385,000.00	208,300.00	1,593,300.00
2025	1,440,000.00	\$ 151,800.00	1,591,800.00				1,440,000.00	151,800.00	1,591,800.00
2026	1,505,000.00	\$ 92,900.00	1,597,900.00				1,505,000.00	92,900.00	1,597,900.00
2027	1,570,000.00	\$ 31,400.00	1,601,400.00				1,570,000.00	31,400.00	1,601,400.00
	7,800,000.00	752,400.00	8,552,400.00	565,000.00	7,542.75	572,542.75	8,365,000.00	759,942.75	9,124,942.75
Total	7,800,000.00	1,352,400.00	9,152,400.00	5,315,000.00	152,027.75	5,467,027.75	13,115,000.00	1,504,427.75	14,619,427.75

7-year Capital Improvement Plan	2021	2022	2023	2024	2025	2026	2027
<i>COLLECTIONS</i>							
Lift Station SCADA Turnkey	400,000						
Redo Grating over wet well	40,000						
Replace station control panel							
Purchase Shoring Jacks	8,000						
Purchase small flush truck		135,000					
Sewer Huddleston							871,000
<i>ROCKWAY</i>							
Install toe board on basins	30,000						
Replace PLC for filters	40,000						
Replace VFDs	35,000						
Move Electrical/Redo Insulation	30,000						
Replace current SCADA		100,000					
Add new maintenance facility							
Replace current polymer system		10,000					
Replace Basin Decant Valves		35,000					
Erect new Storage bldg.		60,000					
Begin work solids transfer from LC to RW			600,000				
Complete the Solids Handling Project				2,400,000			
Leachate Seal	260,000						
Add Additional filter at Rockaway						1,600,000	
<i>TURNER</i>							
Replace failing actuators	15,000						
Replace PLC for filters	40,000						
Replace VFDs	35,000						
Complete 25K of Sidewalk work	25,000						
Investigate pond naturalization							
Replace current SCADA		100,000					
Replace floor / Paint Interior of Bldg.		20,000					
Replace current polymer system		10,000					
Install New UV units At LBT				1,000,000			
Rework the LBT Headwork					1,800,000		
<i>IT</i>							
IT Capital Equipment	90,000						
GIS / CONTIGENCY	184,000						
<i>FLEET/MAINTENANCE</i>							
TRUCKS- COLLECTION		60,000					
DUMP TRUCKS							
TOTAL PROJECT COSTS	1,232,000	530,000	600,000	3,400,000	1,800,000	1,600,000	871,000
							10,033,000