

Peachtree City Water and Sewerage Authority
Minutes of Special Called Meeting
April 1, 2014

The Peachtree City Water and Sewerage Authority met for a special called meeting, called by the Chair, on Tuesday, April 1, 2014, at 6:30 p.m. in the conference room at the John W. Gronner Administrative Center.

Terry Garlock led the meeting with the pledge of allegiance. Other Authority members present were: Phil Mahler, John Harrell, Bill Holland, Cliff Stern and John Dufresne. Also present: Stephen Hogan, WASA General Manager, and Mark Oldenburg, WASA Attorney. WASA staff present included: Keisha Thorpe, Lynda Price, and Nathan Brooks. Also present: City Council member Kim Learnard, City Council Member Terry Ernst, Peachtree City Planning Commission Chair Frank Destadio, and Pat Cooper.

AGENDA ITEMS

04-14-01 SCM – Election of Officers – Secretary and Treasurer. John Harrell tendered his resignation as Secretary. He remains the Treasurer. Phil Mahler made a motion to accept Mr. Harrell's resignation and nominated Bill Holland to serve as Secretary, which motion was seconded by Cliff Stern. The motion passed 5 – 0.

04-14-02 SCM – Discussion of proposed changes to make up of Membership of PCWASA Board. After discussion the Authority decided not to seek appointment of a City Council member to the WASA board and not to seek formal appointment of non-voting City employees to the board. GM Stephen Hogan and City Manager Jim Pennington will collaborate on informally appointing an appropriate City employee to attend WASA board meetings.

There was also discussion about asking the City Council to pass an ordinance or resolution that makes it clear that the board Alternate member automatically is appointed a full board member in a case in which a member resigns and creates a vacancy, and that the new member's term will be for the length of the resigning board member's term. Council Members Learnard and Ernest indicated they would seek such action.

After discussion, the board voted to send a recommendation to the City Council to seek a legislative change to the WASA enabling legislation for the 2015 legislative session which would to reduce future WASA board member appointments from 5 years to 4 years. This recommendation will note, because it is a relatively minor change, that the City should pursue it only if it is not detrimental to the other legislative changes being sought by the City.

04-14-03 SCM – Discussion of Schedule for Monthly Board Report and Meeting Agenda. After discussion, the board set the cutoff for items to be included in the agenda for the next meeting to the Friday ten (10) days prior to a monthly Monday board meeting, unless an item must be added due to unavoidable circumstances. The GM is to distribute to all members the monthly packet of information to be discussed at an upcoming board meeting by email by Wednesday the evening prior to the Monday board meeting.

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04-14-04 SCM – Discussion of Adding Public Comment to Agenda for Monthly Meeting. The board discussed making permanent the addition of “Public Comments” to the agenda so that when the agenda is published citizens will recognize they have an opportunity to speak. Mr. Mahler moved to approve this addition which motion was seconded by Mr. Stern. The motion passed by a vote of 5 – 0.

04-14-05 SCM – Discussion of Content for General Manager’s Monthly Board Report. Whatever it is labeled, whether “Exception Report” or other name, the board determined that the monthly GM report documentation presented at each regular monthly meeting should include notable events outside the normal processing cycle, including things in the GM’s judgment the board would want to know.

Phil Mahler and Cliff Stern will work with GM Stephen Hogan to agree on changes to the monthly report starting with the May report to include:

- a. A summary of the status of Redzone project every month;
- b. A summary of the status of budgeted and added R&E and capital projects, showing completed, in-process and pending; and
- c. Information as to the unencumbered portion of R&E funds.

04-14-06 SCM – Discussion of General Manager’s Expenditure Authority. After discussion, including input from City Manager Jim Pennington as to his spending authority for the City, Mark Oldenburg was asked to draft a board resolution for consideration at the regular May meeting of the Authority (a) authorizing the General Manager to pay the bills arising from normal monthly operation even when in excess of \$25,000, (b) giving the General Manager authority to spend up to \$25,000 on R&E and capital items, if budgeted; and (c) indicating all R&E and capital items in excess of \$25,000 must come to the board for approval. This does not change the Treasurer oversight and second signature requirement for all checks other than payroll.

10. 04-14-07 SCM – Discussion of Long Term Strategic Plan. After discussion it was agreed GM Stephen Hogan will take the lead in drafting a 5-year plan coincident with this year’s budget cycle, asking the board for whatever help beyond current staff he needs to get it accomplished. The goal is for the 5-year plan to be his ongoing tool to inform himself and the board the best estimate of what financial or operational issues are coming over the next 5 years.

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11. 04-14-08 SCM – Discussion of Budget Cycle. After discussion, it was determined the cycle for approval by the board of the WASA budget this year, and for following years, will begin for the board when the General Manager delivers a draft budget for the following fiscal year at the regular July meeting. Budget issues will be addressed and discussed in a special meeting, if required, to spend the time discussing line by line as necessary and voting wherever there is an issue that requires it. The budget should be approved at the regular September meeting and be in effect for the new fiscal year starting Oct 1.

04-14-09 SCM – Discussion of Customer Service Survey. After discussion of the various costs and benefits involved, it was determined that at this time the Authority will not undertake a customer service survey.

ADJOURN

A motion was made by Phil Mahler to adjourn. The motion was seconded by Cliff Stern and passed 5 – 0.

The meeting adjourned at 8:45 p.m.

Chair

Attested by _____

