

Peachtree City Water and Sewerage Authority
Minutes of Special Called Meeting
July 23, 2018
2:00 p.m.

The Peachtree City Water and Sewerage Authority board met in a regular session on Monday, July 23, 2018 at 2:00 p.m. in the conference room at the John W. Gronner Administrative Center. Chair Vanessa Fleisch led the meeting with the pledge of allegiance. Authority members present included Mike King, Terry Ernst, Phil Prebor, and Kevin Madden. WASA staff present included Susan Lee, Nathan Brooks, Lynda Price, Johnny Collins, Jonathan Lennon, Charlie Yarbrough, Roman Benitez, and WASA Attorney Mark Oldenburg. Also in attendance were Dan Davis and Kim Keefer representing Integrated Science & Engineering, and Jason Bodwell, Matthew Houser, and Don Dodson representing Jacobs Engineering.

PUBLIC COMMENTS – None

OLD AGENDA ITEMS

07-18-04 – Review FY2018 Budget – GM Susan Lee reviewed the FY 2018 summary of expenses. Board member Phil Prebor asked about the professional services line item. Lynda Price stated that detailed list will be distributed to board members. A discussion followed on year to date revenue.

07-18-05 – Brief Presentation of Red Zone & Pure Tech Data Analysis – Nathan Brooks presented slides of the ICOM 3 software used to analyze Red Zone data. Board member Terry Ernst inquired about the completion date of projects identified from the Red Zone Data analysis. Mr. Brooks explained that projects were classified according to the defect and then prioritized. The example discussed included lines in the Golf View area. Discussion of Pure Tech Data Analysis of two force mains followed including an overview of the results and recommendations.

07-18-06 – Discuss Capital Improvement and Renewal & Replacement Plans – This discussion was included in the presentation of the Master Prioritization Plan (Agenda Item 07-18-07).

NEW AGENDA ITEMS

07-18-07 – Presentation of Master Prioritization Plan – Kim Keefer of ISE presented the Master Prioritization Plan that was developed at the request of WASA staff. She stated that the idea behind the prioritization plan was to provide a process to evaluate both facility and collection system projects on an even footing, and then to score them, prioritize them, and decide how to budget them going forward. Evaluation of the collection system was previously completed in the Red Zone project. ISE evaluated the facilities based on facility drawings and industry standards. The criteria used to score the projects was weighted and included the following: 1) Public Safety and Health, 2) Compliance with EPD, 3) Operation and Maintenance Efficiency, 4) Capacity Obligations, and 5) Customer Service Level of Service. Projects were also divided based on probable funding source. The Master Prioritization Plan identified 87 projects totaling \$24.4

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million to be considered in a 5 to 10-year plan. Ms. Keefer stated the report is final and the complete published document will be available in one week.

07-18-08 – Consider RFP from Integrated Science and Engineering – Dan Davis of ISE presented a proposal that was put together at the Board’s request, for the Authority to consider ISE as the contract general manager for the Authority. Mr. Davis stated the first task in the role would be to assess the current organizational structure and staffing of the Authority. ISE will take a fresh look at the Authority staffing levels and compare staffing levels with other utilities of comparable size throughout the state. The second task will be an in-depth look at financial services including both revenue and expenses and prepare a report for the board. The third task will be to examine human resource files, policies, and past reviews of personnel. The fourth task will be to conduct a weekly staff meeting with management of the organization to discuss issues that exist, projects that are underway, things that need to be accomplished, and progress that has been made. The fifth task will be to provide operational oversight to ensure EPD compliance with the Authority’s EPD permit. The final task will be program management. ISE will attend the monthly board meetings, provide the general manager’s report, staff on-site one-half day per week, coordinate with EPD as required on permitted reporting requirements, provide an interagency liaison as requested by the Board, coordination with WASA’s legal counsel, and reporting on any customer complaint issues that need further attention. Davis stated that it’s essentially contract management. It’s the general manager position that ISE will be filling. The contract is for one year and can be terminated with a 30-day notice by either party. Chair Fleisch noted all board members have received a copy for review and that it will be a voting item at the August 6th board meeting.

EXECUTIVE SESSION – None

ADJOURN

Mike King motioned to adjourn the meeting. The motion was seconded by Terry Ernst and carried 5-0. The meeting adjourned at 3:14 p.m.



Chair

Attested by 