

Peachtree City Water and Sewerage Authority

March 16, 2021

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, March 16, 2021, in the break room and conference room of the John W. Gronner Administrative Center. The following individuals were present: Chairman Vanessa Fleisch, 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. Todd Baugh (Cpak Technology Solutions), and Mr. Clint Holland. Vice-Chairman Mike King was absent. 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 audio being fed into each room.

Ms. Fleisch called the meeting to order at 8:44 am. Ms. Melissa Griffis made a statement about the delayed start of the meeting per the Open Meetings Act due to technical difficulties with the audio/visual system resulting in video being unavailable in the Board room. Because Mr. King was absent, the one public guest was invited to join the meeting in the break room, while following proper social distancing protocol.

The meeting began with the Pledge of Allegiance.

Ms. Fleisch opened the meeting up for public comment. Mr. Clint Holland (314 Loring Lane) introduced himself as a new resident. Mr. Holland stated he has Public Works experience specifically in water, stormwater, and wastewater; and would like to get involved with the Authority.

Ms. Fleisch asked for a motion to approve the October 20, 2020 regular meeting minutes and the November 3, 2020 special called meeting minutes. Mr. Ernst made the motion, seconded by Mr. Madden. Motion carried (4/0).

There were no reports from the Authority members. Mr. Dan Davis provided a General Manager update, stating various facility and property improvements were completed (landscaping, sod, irrigation, etc.), as well as shop and mezzanine organization and improvements. Mr. Dan Davis stated the process of document archive scanning is going well, with the goal of becoming paperless. Mr. Prebor asked why the fan was in the server room. Mr. McNeil stated the AC unit fails occasionally. Mr. Dan Davis stated the Authority website update is nearing completion (displayed on the screen), with information consolidated, critical information displayed clearly, and the design updated. Mr. Dan Davis discussed re-permitting of both plants, stating the team will look at copper and phosphorus limits, which could drive the infrastructure upgrades. Mr. Dan Davis stated the Line Creek Plant renewal is due in 2023, at which time the Authority will seek full-time discharge to the creek. Notice was provided to the golf course regarding the Authority discontinuing the provision of irrigation water in the future. This plan is consistent with State water policy. Mr. Dan Davis stated he will provide a SCADA update at the next Board Meeting.

Ms. Shah presented the Mauldin & Jenkins Engagement Letter for the Audit, requesting approval to proceed with the Audit. Mr. Prebor made a motion to approve the Mauldin & Jenkins Engagement Letter, seconded by Mr. Madden. Motion carried (4/0).

Ms. Shah discussed the Quarterly Financial Update dated December 31, 2020, ending the first quarter. Ms. Shah stated the budget year is at the 25% mark, with revenue at 25% and expenses at 22% of budget. Ms. Shah stated that usage is down from last year by \$200,000 for residential and \$62,000 for commercial. However, they are currently seeing improvements in usage and revenue, and anticipate meeting the budget. Ms. Fleisch asked when the next bond payment is due. Ms. Shah stated the payment was March 1, 2021 at \$2.3 million (\$14 million balance), with two years to pay off the first bond. Mr. Prebor stated that based on the information, the Authority is \$900,000 ahead for this year. Ms. Shah stated the financials are looking very good.

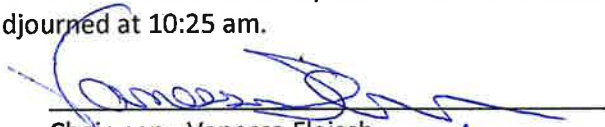
Mr. Dan Davis discussed the Organizational Chart amendment, reflecting changes due to removal of the SCADA position. Mr. Dan Davis stated interviews were conducted for the SCADA position, however the position was not filled due to the lack of qualified candidates. Mr. Dan Davis stated the amended organizational chart eliminates the SCADA position, and redistributes those responsibilities. The Instrumentation Technician is reclassified to a "Senior Instrumentation Technician/SCADA Administrator." The current electrician on staff will also serve as the SCADA administrator and complete the necessary training in support of these new responsibilities. These modifications will not change the number of positions/staff, and the total salary level will decrease slightly from the budgeted amount. Mr. Dan Davis stated there are currently two open positions to be filled. Ms. Griffis stated that as a result of the amended organizational chart, three job descriptions had to be revised as well, which will require two separate motions for approval. Mr. Ernst made a motion to approve the Organizational Chart as presented, seconded by Mr. Prebor. Motion carried (4/0). Mr. Ernst made a motion to approve the Job Descriptions as stated in the packet, seconded by Mr. Madden. Motion carried (4/0).

Mr. Dan Davis discussed the Memorandum of Agreement between Fayette County, Georgia and the Authority for the sale of approximately 4.7 acres of property by the Authority to the County. Mr. Dan Davis stated the Property Committee convened over the past several months, evaluating all real estate property owned by the Authority and determined the subject property was not strategic to the Authority's future endeavors. There is suitable property elsewhere if an expansion is planned in the future. Fayette County approached the Authority to purchase the subject property to relocate the Animal Shelter, at which time the Property Committee determined the use was compatible. An appraisal was completed for the parcel and the County extended an offer. We have discussed security with the County. Mr. Dan Davis referred to the map provided identifying the entrance and internal road (not currently used by the Authority), stating security will be planned carefully. Mr. Dan Davis stated the County has provided an Agreement. Ms. Griffis stated a Memorandum of Agreement and Agreement to Sell and Purchase Real Property is provided, which she reviewed and approved in form. The title insurance company has approved as well. Ms. Griffis stated supplemental documents were prepared to remove the cloud on the title from a PCDC requirement, which has been recorded and clear title can be produced. Ms. Fleisch asked for an anticipated closing date. Ms. Griffis stated the tentative closing date is March 24, 2021. Mr. Madden asked about the sewer statement in paragraph "D" of the Agreement. Mr. Dan Davis stated the property will have a grinder pump station (constructed by the Authority), with a manhole on the property line. Mr. Madden made a motion to approve the Memorandum of Agreement between Fayette County, Georgia and the Authority, seconded by Mr. Prebor. Motion carried (4/0). Mr. Ernst made a motion to approve the Agreement to Sell and Purchase Real Property with Fayette County, Georgia, seconded by Mr. Madden. Motion carried (4/0).


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. Ernst and seconded by Mr. Prebor. Motion carried (4/0). The meeting was adjourned into Executive Session at 9:15 am.

The meeting was reconvened at 10:22 am.

Ms. Fleisch asked for a motion to adjourn. The motion was made by Mr. Ernst and seconded by Mr. Madden. Motion carried. The meeting was adjourned at 10:25 am.



Chairman - Vanessa Fleisch



Treasurer/Secretary - Terry Ernst