

Peachtree City Water & Sewerage Authority  
Regular Meeting  
Agenda  
Tuesday, August 17, 2021  
8:30 a.m.

I. Pledge of Allegiance

II. Public Comment

III. Minutes

July 20, 2021 - Regular Meeting Minutes

IV. Reports

A. Authority Members

B. General Manager

V. Intergovernmental Agreement with the City of Peachtree City, Georgia regarding the American Rescue Plan Act of 2021

VI. Wastewater Hauler Permit Application for Residential Garbage Can Receptacles and Commercial Dumpster Bins

VII. Annual Service Contract

VIII. Annual Emergency Services Contract

IX. FY 22 Budget

X. Executive Session – Real Estate, Personnel, Potential Litigation

XI. 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 20, 2021

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, July 20, 2021, 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. Todd Baugh (Cpak Technology Solutions), Ms. Hope Larisey (ISE), 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 8:30 am. The meeting 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 15, 2021 regular meeting minutes. Mr. Ernst made the motion, seconded by Mr. King. Motion carried.

There were no reports from the Authority members.

Mr. Dan Davis provided a General Manager report, stating the Authority is now fully staffed allowing for proactive maintenance in the system and at the plants. Mr. Dan Davis stated there was a RAS pump failure today, which is getting addressed. Mr. Dan Davis discussed the potential ARP projects, stating the team evaluated the potential service needs at the airport and future growth is already properly provided for. Ms. Griffis paused the meeting to allow the Chairman to address the people talking in the public area (Board room), and Ms. Fleisch called that room to order so that attendees can hear the meeting. Mr. Dan Davis stated the staff met with City planning staff to evaluate ARP projects from a planning perspective. Mr. Dan Davis stated ISE will continue to evaluate potential ARP projects. Ms. Fleisch inquired as to how the Authority is addressing the fluctuation in fuel prices for pump generators, trucks, etc. Ms. Shah stated the Authority has two tanks for fuel (both diesel and off-road); fuel is bought through a wholesaler and V-cards are used for regular cars.

Mr. Dan Davis discussed the ISE General Management Contract (Work Authorization), stating the contract is a renewal of the annual contract with a 30-day cancelation notice provision. The contract is the same as last year, and ISE has enjoyed being part of a successful Authority team. Mr. King made a motion to approve the ISE General Management Contract, seconded by Mr. Madden. Motion carried.

Ms. Larisey discussed the ISE Work Authorization for the Industrial Pretreatment Program. Ms. Larisey stated the program has a 5-year permit cycle, which is expiring next year; ISE will complete a renewal. The permit requires industrial waste survey of industries producing industrial waste to ensure nothing is going into the streams. Each month industries complete self-monitoring and submit results to the Authority. Ms. Fleisch asked if the team communicates with the City Planner to know what is planned for development (new industries). Ms. Larisey stated we have not coordinated with the City Planner in the past, but that would be a good standard operating procedure moving forward. Ms. Larisey stated the team completes annual recognizance sampling/surveys. Mr. Dan Davis stated the plant received a slug of

something last month which killed the bacteria balance in one of the basins; however, we did not have a permit violation. Mr. King stated that if an industry (like CertainTeed) retools or changes a process, they should notify the Authority. Ms. Larisey stated that the industries do notify the Authority as part of their permit. Mr. Prebor asked why the oil refinery was not on the identified industry list. Ms. Larisey stated they do not discharge into the system. Mr. Ernst made a motion to approve the ISE Work Authorization for the Industrial Pretreatment Program, seconded by Mr. Prebor. Motion carried.

Ms. Shah discussed the Quarterly Financial Update, stating we are nine months into the budget year; expenses are under budget and the team is working to get capital projects completed by the end of the year. Ms. Shah stated revenue is at 71% and it should be at 75%; industrial is down 2% and residential is down 1.5%. Ms. Shah stated she is seeing an increase in usage, and the Authority should meet the budget revenue projections. Ms. Shah stated the FY2022 budget will be conservative with regard to revenue and expenses. Ms. Shah stated the Authority has \$11 million outstanding debt, with a payment submitted this year. Ms. Shah stated the cash reserve is slowly increasing and some cash has been reallocated for future system maintenance projects.

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 8:51 am.

The meeting was reconvened at 9:28 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 9:28 am.

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Chairman - Vanessa Fleisch

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Treasurer/Secretary - Terry Ernst

### **Intergovernmental Agreement**

This Intergovernmental Agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2021 by and between The City of Peachtree City, Georgia, a body politic acting by and through the City Council of the City of Peachtree City (hereinafter the “City”), and the Peachtree City Water & Sewerage Authority, a body politic acting by and through the Members of the Peachtree City Water and Sewer Authority (hereinafter the “Authority”).

WITNESSETH:

WHEREAS, the City and the Authority desire to cooperate in the evaluation of the American Rescue Plan Act of 2021 funding, the evaluation and/or selection of potential projects that qualify for said funding; and

WHEREAS, the City and the Authority are in agreement to work together toward such cooperative planning.

NOW THEREFORE, in accordance with Article IX, Section III, Paragraph I of the Georgia State Constitution and in accordance with the general laws of the State of Georgia, the City Charter of the City of Peachtree City, the enabling legislation of the Authority, and in accordance with the police powers of both governmental entities the parties hereto do hereby agree as follows:

#### **Article I**

##### **Scope of Work:**

The City and the Authority agree to provide all materials, plans, agreements, and related documents with respect to any potential projects that qualify under the American Rescue Plan Act of 2021 that can be coordinated between the City and the Authority as deemed necessary by said entities. The City and Authority agree to fully cooperate so as to effectively evaluate the potential and/or selected projects, if necessary, including, but not limited to, communications between the City Council, City Manager, WASA Board, WASA general manager, and any other agents, employees, or appointed officials of either the City or WASA in furtherance thereof.

#### **Article II**

##### **Term:**

The term of this Agreement shall be for fifty (50) years; provided, however, that either party may terminate this agreement by providing sixty (60) days’ written notice to the other party.

### Article III

#### Changes & Modifications:

This Agreement may be amended, revised, changed or modified only by the mutual written agreement of the parties hereto.

### Article IV

#### Agreement supplemental to other agreements.

This Agreement shall be supplemental to any other agreements between the City and the Authority. In the event that such other agreements are terminated, this Agreement shall automatically terminate; provided, however, that the termination of this Agreement shall not affect the status of such other agreements.

Signed this 5 day of August, 2021.

City of Peachtree City, Georgia

By

Vanessa Fleisch, Mayor

Attest:

City Clerk

(SEAL)



Peachtree City Water & Sewerage Authority

By

Chairperson of the Peachtree City  
Water and Sewerage Authority

Attest:

Clerk

(SEAL)

# Wastewater Hauler Permit Application

## For Residential Garbage Can Receptacles and Commercial Dumpster Bins

Application No. \_\_\_\_\_

Company Name \_\_\_\_\_

Billing Address \_\_\_\_\_ Physical Address \_\_\_\_\_

City / Zip Code \_\_\_\_\_ City / Zip Code \_\_\_\_\_

Contact Name / Title \_\_\_\_\_ Contact No. \_\_\_\_\_

Business License No. \_\_\_\_\_ City / County \_\_\_\_\_

Provide the following information for each waste transport vehicle:

Vehicle Make/Model	License No.	Capacity (Gallons)

Permit Decal Fee	\$ 60.00
Card Fee (\$5.00 x Total Number of Vehicles)	+
Total Fee Due	\$

Check or Money Order Number \_\_\_\_\_

I certify that the information contained herein is, to the best of my knowledge, true, accurate, and complete.

\_\_\_\_\_/\_\_\_\_\_  
Signature / Date

\_\_\_\_\_  
Print Name and Title

Please include a company credit card number to be placed on file for all applicable fees.

PERMIT WILL NOT BE PROCESSED WITHOUT PAYMENT.

For Office Use ONLY - Card ID Numbers				

# Wastewater Hauler Permit Conditions

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## ACCEPTABLE WASTE

Only residential/domestic and commercial wastewater will be accepted at the Authority's designated wastewater receiving facility. The Authority defines residential and commercial wastewater as the product resulting from the cleaning and rinsing of residential garbage can/receptacles and commercial dumpsters with water only. Any generators of commercial waste that are involved with food preparation that is discarded into commercial dumpsters must meet the Authority's grease trap requirements set forth in the Peachtree City Water & Sewerage Authority's current Sewer Use Ordinance in order to discharge the wastewater as defined above at the Authority's receiving plant. The Authority will not under any circumstances accept industrial, portable toilet, grease trap/interceptor, municipal, laboratory, and/or medical waste. Approved haulers must schedule an appointment with prepaid funds.

## DISCHARGE LOCATION

All acceptable wastewater must be discharged at the Peachtree City Water & Sewerage Authority's Rockaway Wastewater Treatment Plant, herein after referred to as the receiving facility located at 1127 Highway 74 South, Peachtree City GA 30269, unless otherwise designated by the Authority. Receiving hours are Monday thru Friday 7:00 am - 3:00 pm and Saturday by appointment (Closed Sunday). In order to discharge, an employee of the Authority must be present to accept the load. In certain situations, an operator may not always be immediately available at the receiving station; in that case, the hauler should call 770-487-7993 or 678-300-0196 in order to reach an operator. The Peachtree City Water & Sewerage Authority reserves the right to refuse wastewater or to limit the amount of wastewater to be discharged into the receiving facility.

## TRANSPORTER VEHICLE REQUIREMENTS

The permitted wastewater hauler shall have their company name legibly displayed on both sides of all wastewater transport vehicles that discharge in the Authority's receiving facility. The Authority will limit the size of the transporter vehicle to 3,000 gallons because of roadway restrictions. Only those vehicles possessing a valid permit decal affixed to the windshield of the vehicle will be permitted to discharge waste into the Authority's receiving facility. The permit decal fees are as follows:

New Permit Decals	\$ 5.00
Replacement Decals	\$10.00

## MANIFEST REQUIREMENTS

The permitted wastewater hauler shall manifest the source, volume, and type of all wastes to be discharged into the Authority's receiving facility. The wastewater hauler must submit all relevant and completed manifests at the receiving facility before disposing of the vehicle's content.

## LENGTH OF PERMIT

Wastewater hauler permits shall be issued once. Permits will not have to be renewed as long as the haulers business information remains the same.



#### PERMIT FEES

A fee of \$60 shall be charged for the issuance of a wastewater hauler permit.

#### REVOCATION OF PERMIT

The permit issued to the wastewater hauler by the Authority may be revoked when:

After inspection, monitoring, or analysis, it is determined that the waste to be discharged into the receiving facility is in violation of federal, state, local, or authority laws, ordinances, or regulations or is for waste outside the limits of Fayette County, Georgia. Additionally, falsification or intentional misrepresentation of data or statements pertaining to the wastewater hauler permit application, the waste manifest, or other required reporting form shall be cause for permit revocation.

#### DISPOSAL CHARGES

A charge shall be made for the privilege of disposing of acceptable wastewater into the receiving facility. A record shall be maintained of such disposals and payment is due before disposal occurs. Failure on the part of the wastewater hauler to promptly pay waste disposal fees shall be just cause for refusal to accept waste and/or the revocation of the hauler's permit. All fees and charges are payable by company check, money orders and/or credit card. No personal checks will be accepted.

The following charges shall apply:

- Volumetric Charge per gallon \$ 0.06

#### HAULER RESPONSIBILITIES

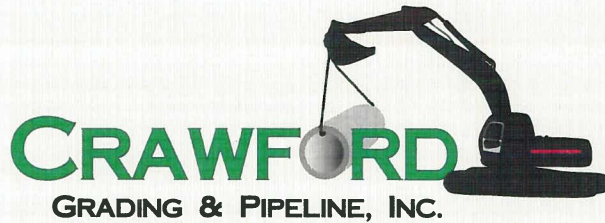
A wastewater hauler is responsible for protecting the receiving facility from any contributing waste discharges, which could inhibit, interfere, or otherwise be incompatible with the operations and/or maintenance of the treatment facility including the treatment, use, and/or the disposal of residuals. If a hauler is found to have violated the above agreement that hauler will no longer be permitted to dispose of their waste with the Authority.

Accepted this the \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name and Title*





August 5, 2021

Nathan Brooks  
**Peachtree City Water & Sewerage Authority**  
1127 Highway 74 South  
Peachtree City, GA 30269

**RE: Annual Services Contract**  
**Letter to Extend Contract for 12 Additional Months**

Nathan,

This letter serves as our commitment to extend our contract with Peachtree City Water & Sewerage Authority for the Annual Services Contract for 12 additional months.

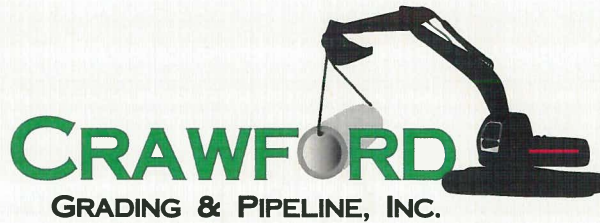
If you have any questions or need anything further, please give me a call at our office.

Sincerely,

**CRAWFORD GRADING AND PIPELINE, INC.**

A handwritten signature in blue ink, appearing to read "Matt", followed by a stylized flourish or loop.

Matt Crawford



August 5, 2021

Nathan Brooks  
**Peachtree City Water & Sewerage Authority**  
1127 Highway 74 South  
Peachtree City, GA 30269

**RE: Emergency Services Contract**  
**Letter to Extend Contract for 12 Additional Months**

Nathan,

This letter serves as our commitment to extend our contract with Peachtree City Water & Sewerage Authority for the Annual Services Contract for 12 additional months.

If you have any questions or need anything further, please give me a call at our office.

Sincerely,

**CRAWFORD GRADING AND PIPELINE, INC.**

A handwritten signature in blue ink, appearing to read "Matt Crawford", is written over a horizontal line.

Matt Crawford

# **Annual Operating & Capital Budget Fiscal Year 2022**

*Submitted by:*

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

**Larry McNeil, Deputy General Manager**

**Prepared by: Millie Shah, Controller**



## Board Members




Vanessa Fleisch, Chair | Mike King, Vice-Chair

Terry Ernst, Secretary/Treasurer

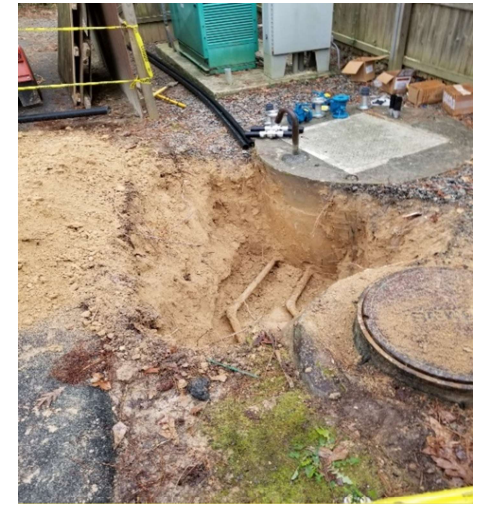
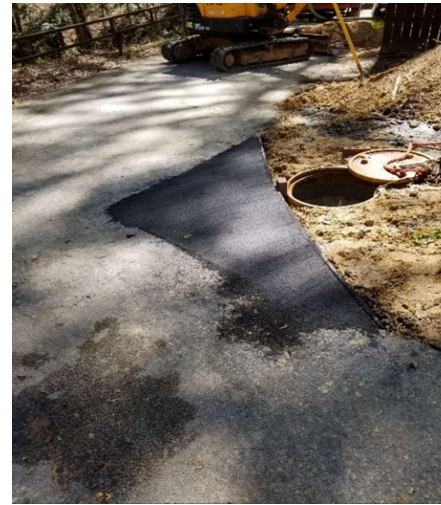
Phil Prebor | Kevin Madden

## Overview of FY2021 – Operations

- Upgraded the Rockaway SBR PLC
  - Installed new dissolved oxygen management system to optimize blower operation and energy savings
  - Upgraded sludge and polymer control gauges on the Rockaway belt press to optimize chemical feed system and save on chemical costs
  - Reinsulated the blower building at Rockaway for long-term longevity of blowers and sound attenuation
  - Terminate transmission of Line Creek effluent to the Planterra golf course
  - Rockaway Belt Press #2 reassembled and returned to service
  - Internal piping and seals on Rockaway disc filters repaired
  - Implemented a new bar screen cleaning regiment and float replacement to improve solids captured at Rockaway
  - Upgraded old Robocon VFD's at Rockaway to realize energy savings
  - Installed additional valving on the Rockaway reuse system allowing for isolation of a section if needed for repair without interrupting operations
  - Achieved 99.9% compliance for the year
- 



## Overview of FY2021 – Support Services and Collection



- Landscaping at HQ building
  - Removed 38 trees and installed 17 pallets of sod
  - Completed overhaul of landscaping at main office
  - Installed two rock creek beds at the main office
- Began SL-RAT inspections and put in place weekly inspection schedule
- Responded to 75+ customer backup calls
- Installed 12 new pumps
- Trained and used the cure-in-place, no dig system for broken pipes
- Pulled and unclogged submersible pumps
- Implemented a preventative maintenance plan for all collection equipment
- Repaired numerous manholes with concrete and plaster
- Created a Confined Space Entry protocol which included state of the art gas monitors

## Overview of FY2021 – Support Services and Collection



- 424 Preventative, Scheduled & Projects WO's (planned)
- 460 Corrective, Emergency WO's (unscheduled)
- Implemented periodic mowing of over-grown sewer easements including the removal of large trees
- Installed three new aerators at pump stations to reduce odor issues
- Replaced batteries on generators at pump stations
- Replaced dilapidated fencing and improved security/safety at two pump stations
- Foamed lines with Root-X for root removal
- Replaced non-compliant power cords to meet safety requirements
- Sold old and obsolete power equipment
- Moved pipe yard; reorganized and inventoried all the pipes
- Implemented monthly safety check on all collection vehicles
- Cleaned numerous stations with VAC truck



## Overview of FY2021 – FOG



- Completed 526 grease trap inspections preventing FOG induced overflows
- Replaced multiple missing clean out caps in parking lots
- Implemented a new FOG recycling program for Peachtree City residents to dispose of FOG



## Overview of FY2021 – Electrical



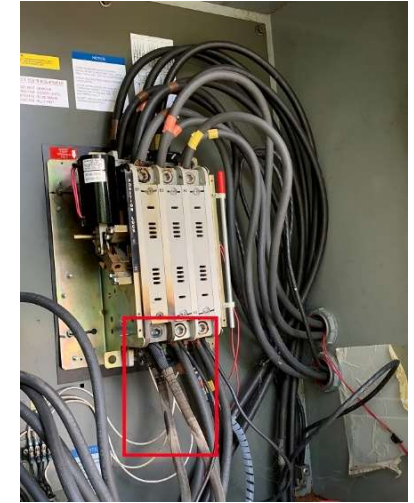
Digester at LC



Wet Well Wizard #2



Lighting Station #13



Transfer Switch

- Removed and installed DO sensors and SC200 controller for basins 1, 1A, 2, 2A, 3 and 4
- Installed SC200 controller for the digester at LBT
- Installed wet well wizards at Stations #2 and #15
- Installed lighting at Station #13
- Installed transfer switch at Station #13
- Installed GRM SCADA on 16 pump stations
- Used integrated thermography
- Assisted in the Lock-Out-Tag-Out program
- Continuing Education: PLC classes and control classes

## Revenue Anticipations and Expenditure Appropriations

FY2022 OPERATING							
	FY2020 Actual	FY2021 Budget	FY2021 Projected	Variance	FY2022 Budget	\$ Change Prior Year	% Change Prior Year
Revenues - Rate	9,126,720	9,135,000	9,111,147	(23,853)	9,380,470	245,470	2.96%
Revenues - Fee	932,292	818,500	1,154,055	335,555	866,750	48,250	-24.9%
Operating Fund Revenues	10,059,012	9,953,500	10,265,202	311,702	10,247,220	293,720	-0.2%
Salaries, Wages, & Benefits	2,328,638	2,873,985	2,413,900	(460,085)	3,052,352	178,367	26.4%
Materials, Supplies, & Services	2,812,050	2,943,321	3,073,327	130,006	3,595,642	652,321	17.0%
Operation Expenditures*	5,140,688	5,817,306	5,487,226	(330,080)	6,647,993	830,687	21.2%
Operating Surplus (Deficit)	4,918,324	4,136,194	4,777,976	641,782	3,599,227	(536,967)	-24.7%
Other Income (Expense)	26,510	0	71,400	71,400	0	0	-100.0%
Total Surplus (Deficit)	4,944,834	4,136,194	4,849,376	713,182	3,599,227	(536,967)	-25.8%
FY2022 CAPITAL SPENDING & DEBT SERVICE							
Debt Service Payment	2,748,878	2,744,698	2,744,698	(0)	2,749,787	5,090	0.2%
Renewal & Extension (Crawford, Electrical, Mechanical)	84,173	350,000	185,000	(165,000)	350,000	0	89.2%
Capital & Project	14,448	1,232,000	623,207	(608,793)	1,418,865	186,865	127.7%
Sub-Total	2,847,499	4,326,698	3,552,905	(773,793)	4,518,652	191,955	27.2%
Use of Reserve fund for Capital Projects	0	400,000	0	(400,000)	1,100,000	700,000	0.0%
	2,097,335	209,496	1,296,471	1,086,975	180,575	(28,922)	

7-YEAR CAPITAL IMPROVEMENT PLAN	2022	2023	2024	2025	2026	2027	2028
<b>COLLECTIONS</b>							
Pipeline Rehabilitation	100,000	100,000	TBD	TBD	TBD	TBD	TBD
Easement Clearing	50,000						
Cues Tractor & Camera	59,865						
Purchase Small Flush Truck/F250	150,000						
Huddleston, Gov Square & Hip Pocket	ARPA Funds	ARPA Funds	ARPA Funds				
<b>ROCKWAY</b>							
Replace PLC for Filters	50,000						
Replace Plant SCADA	100,000						
Replace Polymer System	50,000						
Replace Basin Decant Valves	35,000						
Construct New Storage Building	60,000						
Solids Treatment & Disposal Project	100,000		5,000,000	5,000,000	3,000,000		
Consolidate Solids Management		ARPA Funds	ARPA Funds				
Additional Filter					1,600,000		
<b>TURNER</b>							
Replace PLC for Filters	50,000						
New Sidewalks	25,000	25,000	25,000	25,000	25,000	25,000	
Replace Plant SCADA	100,000						
Building Renovations	20,000						
Replace Polymer System	50,000						
New UV units			1,000,000				
Demolition & Disposal of Reject Pond		150,000					
Plant Upgrades Due to New Permit		1,000,000					
Headworks Rehabilitation				1,800,000			
<b>ADMINISTRATION</b>							
Disaster Recovery Program	50,000	450,000					
Security/Fencing Improvements	100,000						
Veeam Cloud	13,500						
Blackpoint Software	10,000						
Office 365 Migration	12,000						
Line Creek Switch	8,500						
Synology Video Server	25,000						
Main Building Interior Remodel	25,000						
Contingency/Capital	120,000						
Contingency/ IT	30,000						
<b>FLEET/MAINTENANCE</b>							
Trucks - Operation	25,000	70,000	70,000	70,000	70,000	70,000	70,000
Dump Trucks		250,000		250,000			
<b>TOTAL PROJECT COSTS</b>	<b>1,418,865</b>	<b>2,045,000</b>	<b>6,095,000</b>	<b>7,145,000</b>	<b>4,695,000</b>	<b>95,000</b>	<b>70,000</b>

## Debt Issuance and Management

Fiscal Year	2013A Series			2013B Series			Grand Totals		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
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
		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
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	1,052,400.00	8,852,400.00	2,970,000.00	52,330.00	3,022,330.00	10,770,000.00	1,104,730.00	11,874,730.00