

CLAYTON COUNTY WATER AUTHORITY  
Regular Board Meeting  
1600 Battle Creek Road  
Morrow, GA 30260  
June 1, 2017

Present at the meeting were: Chairman John Chafin, Vice Chairman Rodney Givens, Board Member Marie Barber, Board Member Dr. Cephus Jackson, Board Member Robin Malone, General Manager Mike Thomas, Assistant General Manager Jim Poff, Assistant General Manager Bernard Franks, Legal Counsel Steve Fincher, Executive Coordinator Amanda La Pierre, other CCWA staff and visitors.

Chairman John Chafin called the meeting to order at 1:33 p.m.

**Invocation**

Rodney Givens introduced Plant Services Supervisor Brent Taylor to give the invocation.

**Adoption of Agenda**

UPON MOTION by Dr. Cephus Jackson and second by Rodney Robin Malone, to adopt the agenda it was unanimously

RESOLVED to approve the agenda as proposed. (Not present: Marie Barber).

**Approval of Minutes**

Chairman John Chafin called for any omissions or additions to the Regular Board Meeting Minutes of May 4, 2017.

UPON MOTION by Dr. Cephus Jackson and second by Robin Malone, it was unanimously

RESOLVED to approve the Regular Board Meeting Minutes of May 4, 2017. (Not present: Marie Barber).

**Financial and Statistical Reports**

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending April 30, 2017. Information only, no action taken.

**Recognition**

Public Information Officer Suzanne Brown recognized members of CCWA's Water Reclamation Staff for winning awards at the GAWP (Georgia Association of Water Professionals) Spring Conference. The Shoal Creek WRF received Water Reclamation Facility of the Year. The W.B. Casey WRF Pelletizing Operation received the Biosolids/Residuals Program of Excellence Award. Herlon Fayard received the

Wastewater “Top Op” award for District 3 and Lesley Rathburn received the Water “Top Op” award for District 3. Information only. No action taken.

**New Business**

**Fueling Station Upgrade Bid Recommendation:** General Services Manager Marshall Maddox presented a recommendation on the Fueling Station Upgrade Bid.

The Clayton County Water Authority (CCWA) has 2 fuel stations: Southlake Parkway and Dixon Industrial Boulevard. The systems, installed in the mid 1990’s, contain deficiencies and use outdated baud modem technology. The Dixon Fuel Station frequently loses connectivity. The current pumps each have a single dispenser and require manual entry of vehicle information, such as mileage and hours, at the terminal and into the JD Edwards software. To process the data into our financial control system, significant labor is expended to assimilate and manage the data gathered by the fuel stations. Staff issued an RFB to replace the existing systems with more modern equipment.

COMPANY NAME	Total Bid Amount
MECO of Atlanta	\$148,643.55
United Pump & Controls	\$155,450.00
Trak Engineering Inc.	\$155,737.01

**Recommendation**

Staff recommended awarding of the bid to MECO of Atlanta for the amount of \$148,643.55. Current available funding in the operating budget is \$110,000 and staff requested board approval for the General Manager to move additional monies from the Contingency Fund in the amount of \$38,644.00 in order to cover the total bid amount.

This award is contingent upon the bidder meeting risk management requirements and executing the contract, as well as the board authorizing the General Manager to sign the contract.

UPON MOTION by Dr. Cephus Jackson and second by Rodney Givens, it was unanimously

RESOLVED to award the bid for the Fueling Station Upgrade to MECO of Atlanta for the total amount of \$148,643.55 along with approval of the transfer of \$38,644.00 from the General Manager’s Contingency Fund to cover a portion of the cost and authorization for the General Manager to sign the contract. The award is contingent upon the bidder meeting risk management requirements and executing the contract.

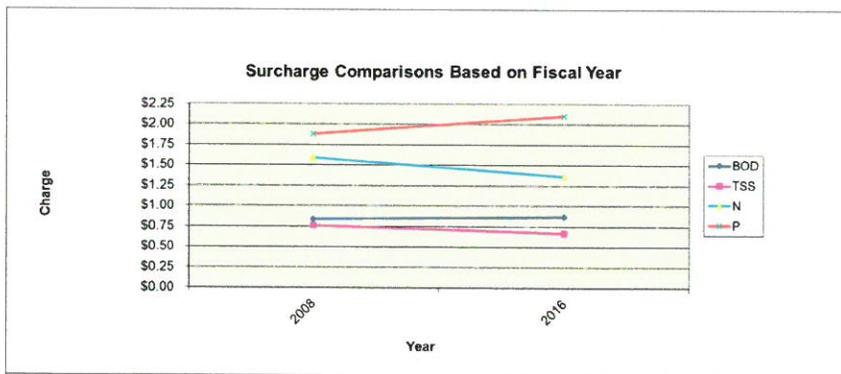
**Industrial Pretreatment Surcharge Rate Recommendation:** Water Reclamation Manager Chris Hamilton presented a recommendation on the Industrial Pretreatment Surcharge Rate.

Industrial surcharges for wastewater customers are additional fees for the cost of treating high-strength wastewater. Industrial surcharges are necessary for CCWA in order to recoup the cost of treating high strength wastewater from industrial discharges to our Water Reclamation Facilities. Sewer surcharges ensure rate equity among our customers by making all pay their fair share.

The Water Reclamation Environmental Compliance Staff sample CCWA's permitted industrial customers on a quarterly basis and test for permit compliance and surcharge parameters.

Proposed new rates are as follows:

- **Biochemical Oxygen Demand (BOD)** = \$.87 per pound – 3.5% increase
- **Total Suspended Solids (TSS)** = \$.67 per pound – 12% decrease
- **Nitrogen (TKN)** = \$1.36 per pound – 15% decrease
- **Total Phosphorus** = \$2.10 per pound – 10% increase
- **Septage Rates** = Current = \$155 per/1000 gallons – Proposed = \$147 per/1000 gallons



**Recommendation:**

CCWA staff recommended adjusting the rates for our industrial customers beginning January 1, 2018. The Environmental Compliance Staff will issue new Industrial User Permits at this time and the new rates will not change throughout the 5 year permit cycle. We will also make our industrial customers aware of these changes far enough in advance so that they are able to make budget adjustments accordingly.

UPON MOTION by Marie Barber and second by Dr. Cephus Jackson, it was unanimously

RESOLVED to adjust the Industrial Pretreatment Surcharge Rates as recommended by CCWA staff, to become effective on January 1, 2018.

**Customer Service Fee Recommendation:** Distribution and Conveyance Manager Jeff Jones presented a recommendation on Customer Service Fees.

When a customer pays for a residential meter to be installed, staff is committed to completing the installation within a 3-week timeframe. At times, builders will request that a meter be installed on an expedited schedule. As always the team makes every effort to accommodate a customer's request. However, when this occurs the team is dropping everything to focus on the expedited meter installation. Expediting a meter installation can impact the timing of other installations and result in overtime for staff.

**Recommendation:**

CCWA staff recommended charging customers a \$500 fee for expedited meter installation. This will deter customers from requesting expedited installation unless it is needed. This fee will also help to offset the cost of the potential overtime for the installation team.

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was unanimously

RESOLVED to adopt an additional \$500 fee for expedited meter installations per CCWA staff recommendation.

**Quarry Products Delivered Bid Recommendation:** Distribution and Conveyance Manager Jeff Jones presented a recommendation on the Quarry Products Delivered Bid.

Vendor	Primary Items	SLBE /Discount	Revised Bid Amount
Hall Construction	\$205,000.00	Yes/10%	\$184,500.00
Mack's Hauling	\$242,780.00	No/None	\$242,780.00
Stephens Industries	\$194,350.00	No/None	\$194,350.00

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QUARRY PRODUCTS - DELIVERED

Bid Tabulation - 5/8/17

PRIMARY ITEMS				DON HALL CONSTRUCTION				MACK'S HAULING INC.		STEPHENS INDUSTRIES LP	
Item #	Description - LOCATION 1	Qty	UOM	Unit Price	Extended Amount	SLBE/Discount Unit Price	SLBE/Discount Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount
1	RIP-RAP stone type I	1,000	Tons	30	\$30,000.00	\$27.00	\$27,000.00	32.57	\$32,570.00	30	\$30,000.00
2	RIP-RAP stone type III	1,000	Tons	26	\$26,000.00	\$23.40	\$23,400.00	30.12	\$30,120.00	25.45	\$25,450.00
3	Surge stone	1,000	Tons	26	\$26,000.00	\$23.40	\$23,400.00	30.09	\$30,090.00	24.45	\$24,450.00
4	#57 Stone	3,000	Tons	23	\$69,000.00	\$20.70	\$62,100.00	28	\$84,000.00	21.45	\$64,350.00
5	Crushed Stone Base / Graded Aggregate Base B	3,000	Tons	18	\$54,000.00	\$16.20	\$48,600.00	22	\$66,000.00	16.7	\$50,100.00
PRIMARY ITEMS - TOTAL BID AMOUNT					\$205,000.00		\$184,500.00		\$242,780.00		\$194,350.00

SECONDARY ITEMS				DON HALL CONSTRUCTION				MACK'S HAULING INC.		STEPHENS INDUSTRIES LP	
Item #	Description - LOCATION 1	Qty	UOM	Unit Price	Extended Amount	SLBE/Discount Unit Price	SLBE/Discount Extended Amount	Unit Price	Extended Amount	Unit Price	Extended Amount
6	Baby Surge Stone *	300	Tons	23	\$6,900.00	\$20.70	\$6,210.00	26.85	\$8,055.00	21.45	\$6,435.00
7	#3 Stone	50	Tons	23	\$1,150.00	\$20.70	\$1,035.00	38.24	\$1,912.00	-	\$ -
8	#4 Stone	50	Tons	23	\$1,150.00	\$20.70	\$1,035.00	38.24	\$1,912.00	-	\$ -
9	#34 Stone	50	Tons	23	\$1,150.00	\$20.70	\$1,035.00	26.85	\$1,342.50	21.45	\$1,072.50
10	Top Soil	50	Tons	11	\$550.00	\$9.90	\$495.00	24.2	\$1,210.00	-	\$ -
11	River Sand	50	Tons	21	\$1,050.00	\$18.90	\$945.00	26.85	\$1,342.50	-	\$ -
12	Fill Dirt	50	Tons	11	\$550.00	\$9.90	\$495.00	29.6	\$1,480.00	8.5	\$425.00
13	#5 Stone	50	Tons	25	\$1,250.00	\$22.50	\$1,125.00	28.47	\$1,423.50	22.95	\$1,147.50
14	#8-10 Stone	50	Tons	26	\$1,300.00	\$23.40	\$1,170.00	26.85	\$1,342.50	23.95	\$1,197.50
SECONDARY ITEMS - TOTAL BID AMOUNT					\$15,050.00		\$13,545.00		\$20,020.00		\$10,277.50

**Recommendation:**

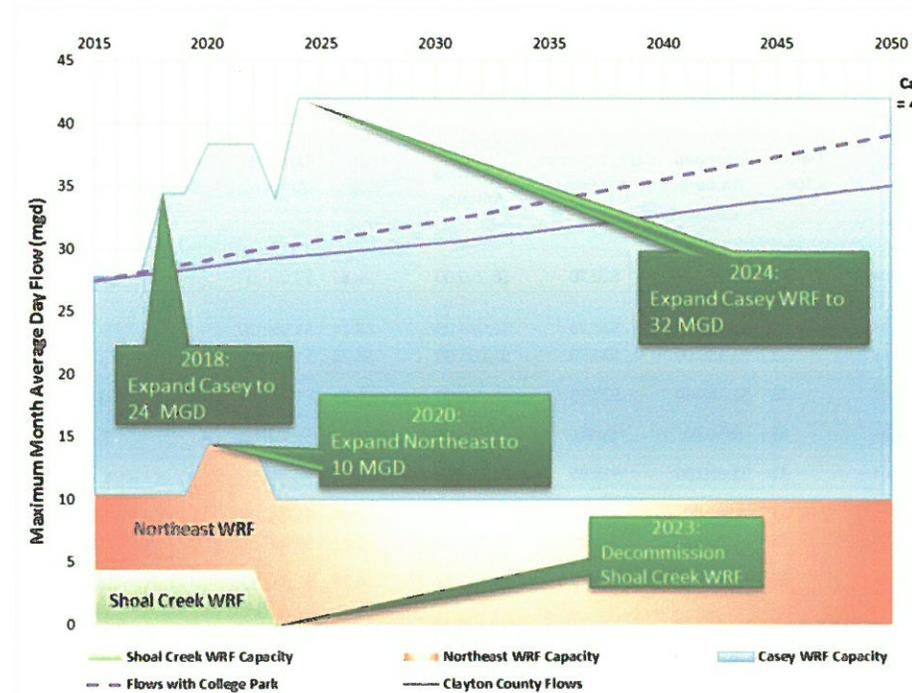
Staff recommended that this annual contract be awarded to Hall Construction at unit prices quoted, including all secondary items.

UPON MOTION by Robin Malone and second by Dr. Cephus Jackson, it was unanimously

RESOLVED to award the bid for Quarry Products Delivered to Hall Construction including all secondary items for unit prices quoted and to authorize the General Manager to sign the contract. The award is contingent upon the bidder meeting risk management requirements and executing the contract.

**Upper Flint Hydrology Study:** Program Management and Engineering Manager Kelly Taylor presented a recommendation on the Upper Flint Hydrology Study.

Through the 2015 update of the Strategic Master Plan, the Clayton County Water Authority (CCWA) asked the following question: *How do we confirm that our short-term capital investments are in line with the long-term future of our utility's infrastructure?* With this question, CCWA recognized that the short-term renewal of infrastructure at existing facilities could preclude asking larger questions such as, "Do we need six water and water reclamation facilities?" The Water Production Plant (WPP) and Water Reclamation Facility (WRF) Evaluations Project looked at more than 300 ways CCWA could meet future water and wastewater needs. The purpose of the project was to determine the optimal future water and wastewater infrastructure prior to investing in several large capital improvements at existing facilities, as outlined in the 2015 SMP.



The proposed task order would insure that decommissioning the Shoal Creek WRF will not adversely impact the reliability of our raw water supplies. Utilizing historical streamflows, water withdrawal and wastewater discharge data, the consultants will determine the safe yield of the Smith Reservoir.

Also included in this task order will be an alternatives analysis to determine possible options to mitigate flooding at the Flint River crossing at Upper Riverdale Road. The existing HEC-RAS flood model developed for the floodplain mapping study will be used to evaluate reducing flood events in the Flint River under various return flow periods. Alternatives may include retrofits to the bridge, utilization of a quarry for storage, stream restoration/dredging, or other flood control best management practices. Concept designs and planning-level cost estimates for two alternatives will be developed.

Finally, another area in the Flint River basin on Camp Creek, west of Riverdale, experiences frequent flooding over the past ten years. Possible flood mitigation alternatives will be developed including stream restoration (providing additional drainage capacity), offsite stormwater storage, or other BMPs. A concept design and planning level cost estimate for up to two alternatives will be developed.

**Recommendation:**

Staff recommended awarding the Upper Flint Hydrology Study task order to CH2M in the amount of \$177,810.00.

UPON MOTION by Rodney Givens and second by Robin Malone, it was unanimously

RESOLVED to award the Upper Flint Hydrology Study task order to CH2M for a total amount of \$177,810.00.

**Executive Session**

UPON MOTION by Rodney Givens and second by Marie Barber, it was unanimously

RESOLVED to enter into an Executive Session in order to discuss personnel and legal matters.

UPON MOTION by Rodney Givens and second by Marie Barber, it was unanimously

RESOLVED to leave the Executive Session and return to open session.

**Updates from the Board Members and General Manager**

UPON MOTION by Rodney Givens and second by Dr. Cephus Jackson it was unanimously

RESOLVED to approve the Executive Session minutes as presented.

UPON MOTION by Rodney Givens and second by Dr. Cephus Jackson it was unanimously

RESOLVED to authorize the General Manager to execute a settlement agreement for the amount determined in Executive Session in the matter of the Melrose Manor/Tara Rd. Mobile Home Park Sewer Replacement.

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**Adjourn**

UPON MOTION by Robin Malone and second by Dr. Cephus Jackson it was unanimously

RESOLVED to adjourn the Board Meeting at 3:52 p.m., there being no further business to come before the Board of Directors.

  
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John Chafin, Chairman

  
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John Westervelt, Secretary/Treasurer