

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting

Present at the meeting were: Chairman Robin Malone, Vice Chairman Marie Barber, Secretary/Treasurer Rodney Givens, Board Member John Chafin, Board Member Dr. Cephus Jackson, Board Member Emma Godbee, Board Member Mike Thomas, General Manager H. Bernard Franks, Assistant General Manager Teresa Worley, Assistant General Manager Keisha Thorpe, Legal Counsel Steven Fincher, Executive Coordinator Rhonda Maxwell and other CCWA staff and visitors.

Invocation

Chairman Robin Malone introduced Software Training & Development Coordinator Maria Perry to perform the invocation.

Adoption of Agenda

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

RESOLVED to amend the agenda to move H.R. Policy Manual Item G. from New Business to Updates.

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

RESOLVED to adopt the amended agenda to move H.R. Policy Manual Item G. from New Business to Updates.

Approval of Minutes

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

RESOLVED to approve the Minutes of the Regular Board Meeting held on November 4, 2021.

Financial and Statistical Reports

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending October 31, 2021. Information only, no action taken.

Recognition

GAWP Executive Director Pam Burnett presented the 2021 Fall Conference Awards for: Wastewater Lab QA/QC Gold Award (W.B. Casey WRRF), GWEF Burke Safety Award (Northeast WRF), Distribution System Platinum Award, Collection System Platinum Award, Golden Manhole Society Inductee (Cornell Sims) and Consumer Confidence

Report Award for Large Surface Systems (Communications/Water Quality Lab). Information only, no action taken.

Assistant General Manager Teresa Worley presented a 2021 PRSA Georgia Phoenix Award for the I'm Invested! Rate Awareness Campaign to CCWA Communications / Community Relations staff. Information only, no action taken.

New Business

Camp Creek Flood Reduction Task Order Recommendation: Stormwater Program Director Kevin Osbey presented a recommendation for a flood risk study to gain an understanding of the Camp Creek Watershed and to identify actions to mitigate flood risks.

On August 30, 2020, the Northwest portion of Clayton County received an excessive amount of rainfall in a short amount of time. The rainfall caused several creeks/tributaries to rise which impacted several residential properties in the Camp Creek Watershed. Following this flooding event, Clayton County Board of Commissioners (CCBOC) convened various county departments including, Emergency Management, Community Development, Transportation & Development, and CCWA to discuss the matter. The CCBOC also convened a series of meetings, with the impacted residents, of five (5) subdivisions.

Floodplain Management is a component of CCWA's Stormwater Utility. Therefore, to gain a better understanding of the Camp Creek Watershed's flooding impacts, a flood risk study is needed. This task order will develop a comprehensive approach to address concerns of flooding during small, more frequent storm events along Camp Creek, Camp Creek Tributary 5 and 5C. and to prepare a mitigation study to address impacted areas of concern.

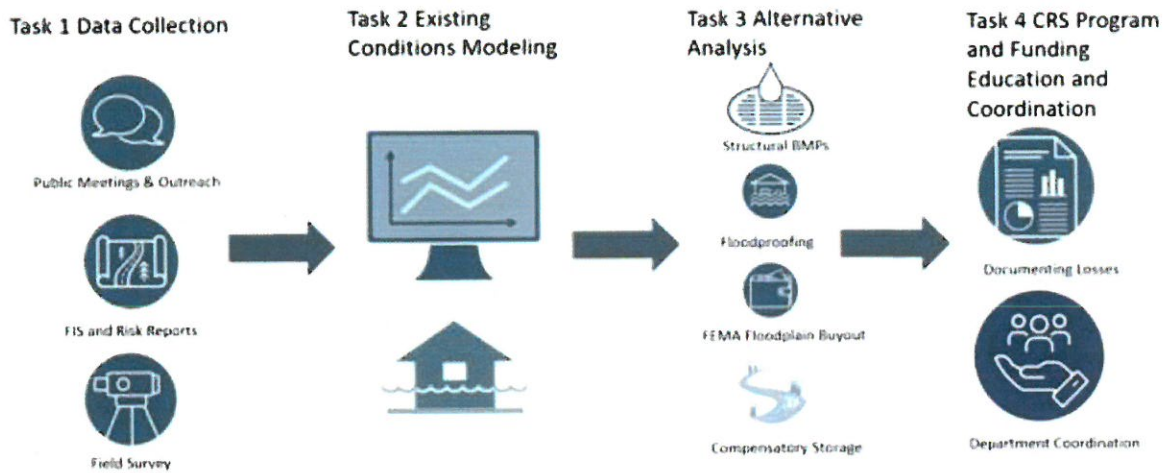
The following objectives will be used to execute the project:

- Use existing information and targeted field studies to identify and characterize flood extents for the five impacted areas
- Identify recommended action to mitigate flood risks for those five impacted areas.
- Comply with regulatory requirements and floodplain ordinances

The scope of services includes:

- Task 1 – Data Collection
- Task 2 – Existing Conditions Modeling
- Task 3 – Alternative Analysis

Task 4 – Community Rating System Program Support



Recommendation:

CCWA Staff recommends awarding Task Order HS-21-07 to Hazen & Sawyer in the amount not to exceed \$155,195.00 to develop a scope that uses existing information and collects targeted field studies to identify and characterize flood extent for the impacted areas, and surveying activities not to exceed the amount of \$30,000 of the task order to Columbia Engineering.

UPON MOTION by John Chafin, and second by Dr. Cephus Jackson, it was unanimously

RESOLVED to award the Camp Creek Flood Reduction Study to Hazen & Sawyer in the amount not to exceed \$155,195.00, and surveying activities not to exceed the amount of \$30,000 of the task order to Columbia Engineering.

Dump Truck Purchase Recommendation: Assistant General Manager Keisha Thorpe presented a recommendation for the purchase of three 12-foot Box Dump Trucks.

Clayton County Water Authority’s Distribution and Conveyance Department (D&C) is requesting to purchase three 12-foot Box Dump Trucks. These trucks will replace trucks that range in age from 11 – 14 years old with mechanical issues. The table below details the trucks to be replaced:

D&C Unit	Truck to be Replaced	Age of Truck	Current Mechanical Issues
Meter Installation	2010 International Crew Truck	11	<ul style="list-style-type: none"> Faulty Power Take-Off (PTO) Broken Air Compressor
Water Distribution Maintenance	2007 Freightliner Crew Truck	14	<ul style="list-style-type: none"> Engine Coolant & Turbo Issues
Conveyance System Inspections	2009 Ford Dump Truck	12	<ul style="list-style-type: none"> Turbo Issues

The replacement of crew trucks with dump trucks allows crews to work in a more efficient manner. The dump truck provides a means for each crew to haul their own rock and debris without loss work time traveling to and from the shop to pick up a dump truck or calling another employee to the site.

Recommendation:

CCWA staff recommends purchasing three 12-foot Peach State Freightliner M2 Dump Trucks at a cost of \$99,372.00 each with a total cost of \$298,116.00.

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

RESOLVED to approve the purchase of three 12-foot Peach State Freightliner M2 Dump Trucks at a cost of \$99,372.00 each with a total cost of \$298,116.00.

City of Morrow MOU and Agreement: Water Production Director Coty McDaniel presented the City of Morrow MOU and Agreement to install a Logo on the Morrow Ground Storage Tank.

The City of Morrow desires to obtain CCWA's approval to install and maintain a Clayton State University Logo on CCWA's water tank (Morrow ground storage) located at the intersection of Shirley Drive and South Lee Street. The logo would serve as a welcome message to persons entering the City of Morrow. Legal representatives for both CCWA and the City of Morrow have negotiated an Agreement for the Installation and Ongoing Maintenance of the Logo on the CCWA Water Tank. The Agreement requires the City of Morrow to pay all costs associated with the installation, maintenance, and repair of the logo, including any damages the City of Morrow or its agents cause to CCWA property. The Agreement has an initial term of 5 years, which is subject to automatic renewal for an additional 5-year term (10 years total). In the event Morrow terminates the agreement, CCWA terminates the agreement for cause, or at the end of 10 years, Morrow is obligated to remove the logo and restore the water tank to its original condition.

The City of Morrow will take full responsibility of the use of the Clayton State University Logo. CCWA will not be held accountable for the use of the mentioned Logo.

Recommendation:

CCWA staff request the approval to enter into the Memorandum of Understanding and Agreement with the City of Morrow for painting and maintaining the Clayton State University Logo on the Morrow Ground Storage Tank. This agreement is contingent upon a mutual agreement between CCWA and the City of Morrow to the terms and conditions, along with authorizing the General Manager to sign the agreement.

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

RESOLVED to approve the Memorandum of Understanding and Agreement with the City of Morrow for painting and maintaining the Clayton State University Logo on the Morrow Ground Storage Tank, authorizing the General Manager to sign the agreement.

Hooper Efficiency, Redundancy, Expansion Evaluation Task Order Recommendation: Water Production Director Coty McDaniel presented a task order recommendation to investigate ways to increase the production efficiency at Hooper WPP and to identify improvements at each of the unit processes for it to be able to produce 22 MGD finished water and upgrades necessary to address the single points of failure.

While CCWA has been a pioneer of water reuse for over 40 years, we must continue to find creative ways to maximize and ensure the safety of our water supply as our community grows. Based on recent projections, our customers' water demands will exceed our firm production capacity by 2030 at the earliest (i.e., in 2030 assuming our wholesale and commercial demands do not increase). To address this problem, we recently updated our facility evaluation, to determine the optimal configuration of our infrastructure to meet our customer demands over the next 30 years. As outlined in our 2020 Strategic Master Plan (SMP), the first steps to meet these demands will be taken at our largest water production facility – the W.J. Hooper Water Production Plant (WPP) – where we have identified a need for improving efficiency, adding redundancy/reliability, and increasing production capacity to match our permitted raw water withdrawal.

Recent historical data shows an average treated water efficiency (ratio of raw water pumped from the Hooper Reservoir to finished water pumped to distribution system) of approximately 84% when treating higher flow rates. Efficient surface water plants generally achieve 95% or greater efficiency.

Recent data has also shown an average of 2 MGD in potentially recoverable water losses across the plant. A significant portion of water is lost due to the lack of recycle from the Backwash Settling Basins, which when addressed may be feasibly re-routed to the head of treatment. The addition of recycled backwash to the head of treatment will help the facility produce as close to 22 MGD as possible on maximum demand days. Therefore, unit processes from the Hooper Reservoir rapid mix to filtration will be evaluated for their potential to treat 22 MGD max day raw water flows plus recycle flows. Moreover, the SMP identified that there are critical single points of failure at the plant that currently reduce plant redundancy.

The purpose of this Task Order is to investigate ways to increase the production efficiency at Hooper WPP and to identify improvements at each of the unit processes for it to be able to produce 22 MGD finished water and upgrades necessary to address the single points of failure.

TASK ORDER

This Task Order includes an evaluation and recommended path forward to meeting the following objectives at Hooper WPP:

- Improve water production efficiency to maximize water available to customers

- Improve redundancy and reliability to minimize disruptions to safe drinking water supply
- Increase capacity to maximize available water supply

The evaluation will include water loss, filter backwash water recovery, filter operations, single points of failure, and unit processes. The recommended improvements will be the basis for upgrades to Hooper WPP that are anticipated to increase the firm capacity of plant by up to 5 MGD and reduce the risk of requiring emergency water supply.

Task 1 – Data Review and Gap Analysis

- This task will include a mass balance around unit processes based on flows and identify any gaps in the current flow metering locations.

Task 2 – Single Point of Failure Evaluation

- This task will identify potential single points of failure within the plant and will result in a ranked list of items to be addressed in the future expansion project.

Task 3 – Filter Optimization and Water Loss Assessment

- This task will include evaluating the current practice of filter run times and filter-to-waste time and provide recommendations. This task will also identify sources of water loss due to leaks from valves, clarifier underflows, etc.

Task 4 – Recycle Stream Assessment

- This task will develop alternatives to increase the flow through the plant, by considering recycling spent filter backwash and clarifier underflow to the head of the plant.

Task 5 – Hydraulic Evaluation

- This task will assess the hydraulic impacts to Hooper WPP associated with upgrading the facility to 22 MGD maximum day raw water flow plus recycle as determined in Tasks 3 and 4.

Task 6 – Unit Process Evaluation

- This task will assess the impacts to each unit process at Hooper WPP associated with upgrading the facility to 22 MGD maximum day raw water flow plus recycle as determined in Tasks 3 and 4.

Task 7 – Summary Report and Recommendations

- This task will result in a report summarizing the findings from this project and recommendations to be addressed in future work.

Recommendation:

CCWA staff recommends to award Task Order HS-RE-21-10 to Jacobs Engineering Group in the amount not to exceed \$171,140.00, authorizing General Manager to execute the Task Order.

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

RESOLVED to award Task Order HS-RE-21-10 to Jacobs Engineering Group in the amount not to exceed \$171,140.00, authorizing General Manager to execute the Task

Order. In favor: Robin Malone, Marie Barber, Dr. Cephus Jackson, Mike Thomas, John Chafin, Emma Godbee. Abstain: Rodney Givens. Motion Passes.

Hicks Liquid Lime Construction Bid and SDC Task Order Recommendation: Water Production Director Coty McDaniel presented a Task Order Recommendation to investigate ways to increase the production efficiency at Hooper WPP and to identify improvements at each of the unit processes for it to be able to produce 22 MGD finished water and upgrades necessary to address the single points of failure.

The Terry R. Hicks WPP is the smallest of the three plants at Clayton County Water Authority. Its permitted capacity is 10 MGD. The Hicks WPP currently feeds hydrated lime (dry lime) for pH adjustments on pre and post water. Our goal is to keep the pH range between 7 and 7.5, to ensure water is not corrosive entering our distribution system. Lime addition is needed to maintain this goal, as most chemicals being fed are acidic in nature and lower the pH during the treatment processes.

The Hicks WPP current lime system is the original (1999) system, and some parts are no longer available. River to Tap recently completed a detailed design of a liquid lime system, towards CCWA's goal to standardize lime feed across treatment facilities. The design also will allow phosphate to be fed independent of the lime but integrated into the design of the new lime system.

The work to be performed under the construction contract generally includes:

- Burnett lime system installation
- Installation of concrete containment
- Utilities ready for installation of liquid lime system
- Purchase and installation of phosphate feed pumps
- Purchase and installation of pre-engineered equipment building
- Installation of associated piping

BID SUMMARY

- Legal Advertising in local paper for 4 weeks – September 14th- October 12th
- Non-mandatory pre-bid meeting – October 19, 2021
- Mandatory site visits- October 20th-21st
- Bid opening – November 9, 2021.
- Received (2) total bids – IHC Construction Companies, LLC and SOL Construction, LLC
- SLBE bid discount was offered (10% for Clayton County and 7.5% for other counties)

BID PRICE BREAKDOWN

COMPANY	TOTAL BID	SLBE DISCOUNT	FINAL
IHC Construction Co.	\$1,772,900	N/A	\$1,772,900.00
SOL Construction	\$1,945,000	\$145,875.00 (7.5%)	\$1,799,125.00

SERVICES DURING CONSTRUCTION- TASK ORDER RT-RE-21-11

River to Tap, Inc., a CCWA certified SLBE, will provide services during construction for this project which will include the following key tasks:

- Task 1 – Construction Administration
 - Pre-construction meeting + monthly progress meetings
 - Pay application review
 - Submittal, requests for information, and shop drawing tracking and review
 - Allowance directive evaluation and issuance
 - Change order proposal review
- Task 2 – On-Site Construction Management and Inspection
 - On-site Construction inspections
 - Verifying contractor’s work is in compliance with contract documents
 - Contract closure activities, including record drawings and start up

The Task Order assumes an 11-month project schedule with 8 months of construction to align with the contract durations.

Task	Budget
Task 1: Construction Administration	\$109,960.00
Task 2: Construction Management and Inspection	\$82,712.00
Total	\$192,672.00

CCWA RECOMMENDATION SUMMARY

Contractor / Outside Services	Recommendation
IHC Construction Companies, LLC	\$1,772,900
River to Tap, Inc (R2T)	\$192,672
Total Project Recommendation	\$1,965,572

Recommendation:

CCWA staff agrees with R2T's certified bid results and recommends awarding the contract to IHC Construction Companies, LLC for the total bid amount of \$1,772,900. The award is contingent on requiring bonds and insurance as well as authorizing the General Manager to sign the contract.

CCWA staff also recommends awarding services during construction to River to Tap, Inc (R2T) for Task Order amount to not exceed \$192,672.00, authorizing the General Manager to sign the Task Order.

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

RESOLVED to award the contract to IHC Construction Companies, LLC for the total bid amount of \$1,772,900 contingent on required bonds and insurance, award services during construction to River to Tap, Inc (R2T) for Task Order amount not to exceed \$192,672.00. General Manager is authorized to sign the contract and Task Order.

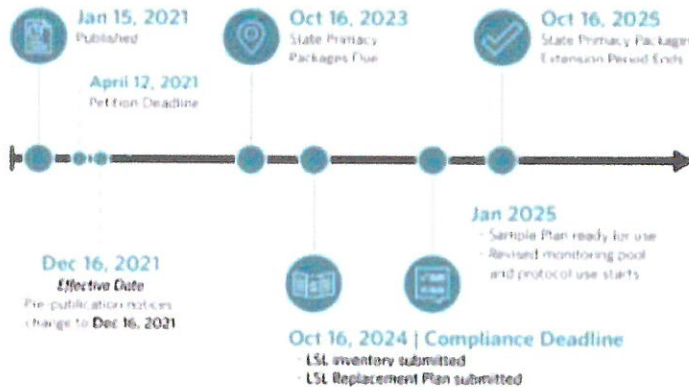
Lead and Copper Rule Program Implementation Phase 1 Recommendation:

Engineering Director Kelly Taylor presented a Task Order Recommendation to develop CCWA's LCR Revision Program and initiate some of the first steps towards the compliance deadline.

The 1991 U.S. Environmental Protection Agency (EPA) Lead and Copper Rule (LCR) established measures to reduce exposure to lead and copper in drinking water, including distribution system sampling and corrosion control treatment. The rule has been revised multiple times, with the most recent revision finalized in January 2021 and set to become effective on December 16, 2021. The latest LCR Revision includes a 3-year timeframe for utilities to complete lead service line inventory and to have a plan in place for implementing the new regulatory requirements by October 16, 2024 (Figure 1). These new requirements include:

- Implementation of a Lead Service Line Replacement Program
- Increased number of sampling locations, including all schools and childcare facilities
- Use of corrosion control treatment at lower triggers levels
- Continuous updates to Lead Service Line Inventory

The Lead and Copper Rule Revision Timeline



Task 1 – Compliance Program Action Plan

The LCR Revision is complex and involves multiple stakeholders and new activities. Steps that must be completed before the compliance deadline include:

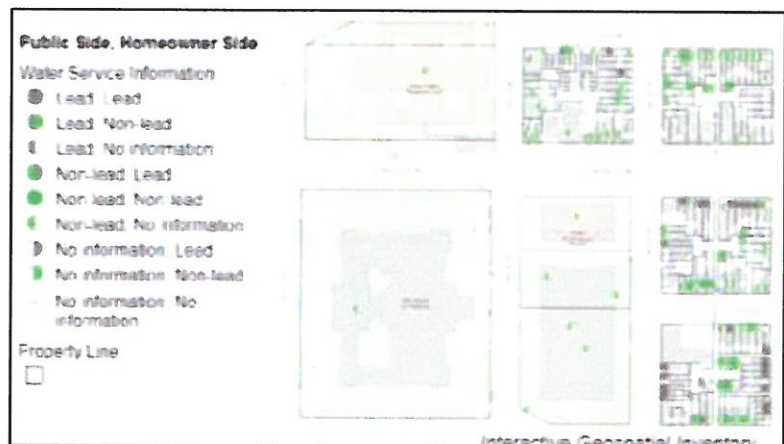
- Lead Service Line Inventory
- Lead Service Line Replacement Plan
- Revised Sampling Plan
- Corrosion Control Treatment Optimization Approach

In this task, engineer will work collaboratively with CCWA to develop a plan to meet all LCR Revision requirements, including those towards the compliance deadline as well as future implementation and reporting of the requirements. The LCR Program will include a timeline, responsibilities, and resources needed to identification to meet all requirements.

Task 2 – Data Review and Gap Analysis (Lead Service Line Inventory Phase 1)

Since the Lead Service Line Inventory is the basis of the Lead Service Line Replacement Plan and the Revised Sampling Plan, this inventory must be completed early in the compliance timeline. This task is the first step of developing the Lead Service Line Inventory.

The LRC Revision requires all water systems to identify lead service lines throughout their system and create an electronic inventory that will be made publicly available and updated annually after the compliance deadline. The inventory must include both the public and private service lines and can be populated using a variety of non-invasive or invasive techniques.



As part of this task, the engineer will compile and review data and historical knowledge that can be used to update CCWA's existing inventory and to help identify areas of the system where lead service lines may be more likely. Data review will include items such as:

Existing material inventory
Tap cards (installation records)
Existing lead and copper sampling plan and historic water quality results
Local plumbing codes and plumbing records
Building codes
Staff knowledge
Real Estate Assessor's database
Meter and pipeline installation dates
Customer account records

This data will be used to prepare GIS maps with prioritized areas for service line investigation and identification. They will also be used to provide a preliminary estimate of the lead service line replacement amount that may be required in the future.

Task 3 – LSL Inventory Recommendations (Lead Service Line Inventory Phase 2)

Task 3 involves a strategy for completing the LSL inventory, maintaining the inventory, and presenting it to the public. The engineer will recommend techniques and locations to complete the inventory. Techniques that may be recommended include:

- Visual Examination (Meter or Building interior)
- Scratch and Magnet Test
- Test Excavations (Public/Private)
- Potholing, vacuum excavation
- Customer Survey

The engineer will also provide recommendations on service line data management and a publicly available inventory format. A planning-level budget for LSL inventory development, including costs for recommended service line identification methods, will be provided.

Recommendation:

CCWA staff recommends awarding Task Order HS-21-12 to Hazen & Sawyer in the amount not to exceed \$132,000.00, authorizing the General Manager to execute the Task Order.

UPON MOTION by Dr. Cephus Jackson and second by John Chafin, it was unanimously

RESOLVED to award Task Order HS-21-12 to Hazen & Sawyer in the amount not to exceed \$132,000.00, authorizing the General Manager to execute the Task Order.

Executive Session

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was unanimously RESOLVED to enter an Executive Session to discuss personnel matters.

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

RESOLVED to exit Executive Session and return to open session.

Updates from the Board Members and General Manager

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was unanimously RESOLVED to approve the minutes of the Executive Session.

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

RESOLVED to approve GM salary adjustment as discussed in Executive Session.

H.R. Director Anquilla Henderson presented a recommendation to adopt revised HR policy manual to become effective January 1, 2022. In favor: Robin Malone, Marie Barber, Dr. Cephus Jackson, Emma Godbee. Opposed: Rodney Givens, Mike Thomas, John Chafin. Motion passes.

Engineering Director Kelly Taylor presented an update on the progress of the Biosolids project and the next steps in the procurement process. Information only, no action taken.

General Manager H. Bernard Franks presented an update and shared photos of the new paint and logo on the Noah's Ark Tank. Information only, no action taken.

General Manager H. Bernard Franks presented an update on the upcoming Design Build for Water / Wastewater Conference. Information only, no action taken.

Adjourn

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

RESOLVED to adjourn the Board Meeting at 4:43 p.m. there being no further business to discuss.

Robin Malone

Robin Malone (Jan 6, 2022 11:53 EST)

Robin Malone, Chairman

Rodney C Givens

Rodney C Givens (Jan 5, 2022 16:18 EST)

Rodney Givens, Secretary/Treasurer

