

**Cobb County-Marietta Water Authority  
Minutes of Regular Meeting**

**November 21, 2016**

The regular meeting of the Cobb County-Marietta Water Authority was held on November 21, 2016 at 3:30 p.m., in the Cobb County-Marietta Water Authority's Board Room. Water Authority Board members present were: Grif Chalfant, Charlie Crowder, Dan Buyers, David Austin, Max Bacon, Tim Lee and James Scott.

The meeting was called to order at 3:30 p.m. by Chair Grif Chalfant.

**1. Invocation and Pledge of Allegiance**

Ms. Beth Hamby offered the invocation and led the Pledge of Allegiance.

**2. Approval of Minutes of Regular Meeting of October 17, 2016**

Mr. Chalfant asked for approval of the minutes of the Regular Meeting of October 17, 2016. Mr. Scott made a motion to approve the minutes as presented. Mr. Buyers seconded the motion; motion passed 7/0.

**3. Financial report**

Mr. Cole Blackwell, Director of Finance, presented a summary of the October 31, 2016 Financial Statement (copy in file). Net income for October was \$4,124,858, which exceeded expectations by \$2,014,102. Operating income for October was \$4,377,785, which exceeded expectations by \$2,128,897.

Year-to-date net income of \$37,268,153, inclusive of fair market valuation adjustments, exceeded budget expectations by \$9,958,459. Year-to-date operating income of \$37,267,494 exceeded budget expectations by \$8,759,915.

**4. Personnel Committee report**

**a. Bind Insurance**

Mr. Crowder reported that, as authorized at the October meeting, the Personnel Committee approved the binding of employee insurance as recommended by staff.

**b. Approve cost-of living adjustment to pay grade scale**

Mr. Crowder made a motion to approve a cost-of-living adjustment of 1.5% to the pay grade scale as recommended by the Personnel Committee. Mr. Buyers seconded the motion; motion passed 7/0.

**c. Approve changing the Human Resource Associate from a part-time position to a full-time position**

Mr. Crowder made a motion from the Personnel Committee to approve changing the Human Resource Associate position from part-time to full-time status. Mr. Buyers seconded the motion; motion passed 7/0.

**d. Approve creation of a Maintenance Division Manager**

Mr. Crowder made a motion from the Personnel Committee to approve creation of a Maintenance Division Manager position. Mr. Buyers seconded the motion; motion passed 7/0.

**5. Planning Committee report and presentation of proposed 2017-2021 Capital Improvement Plan**

Mr. Buyers referred to the memorandum in the Board package (copy in file). Mr. George Kaffezakis, Director of Engineering, presented an overview of the proposed 2017-2021 Capital Improvement Plan.

**6. Finance Committee report**

**a. Proposed Financial Policy Updates**

Mr. Scott referred to the memorandum in the Board package (copy in file). Mr. Scott made a motion to approve the proposed Financial Policy Updates. Mr. Crowder seconded the motion; motion passed 7/0.

**b. Proposed Procurement Policy updates**

Mr. Scott referred to the memorandum in the Board package (copy in file). Mr. Scott made a motion to approve the proposed Procurement Policy Updates. Mr. Lee seconded the motion; motion passed 7/0.

**c. Proposed Investment Policy Updates**

Mr. Scott referred to the memorandum in the Board package (copy in file). Mr. Scott made a motion to approve the proposed Investment Policy Updates. Mr. Crowder seconded the motion; motion passed 7/0.

**7. Presentation of Proposed 2017 Operations and Capital Improvement Plan budgets**

Mr. Blackwell referred to the memorandum in the Board package (copy in file). Mr. Blackwell presented an overview of the Proposed 2017 Operations and Capital Improvement Plan budgets. The presentation fulfilled the first reading of the Proposed 2017 Operations and Capital Improvement Plan budgets.

**8. Investment Advisor – Contract Extension**

Mr. Blackwell referred to the memorandum in the Board package (copy in file). Mr. Scott made a motion to renew the contract for Davenport and Company for another year as of November 30th at the contractual compensation rate of \$30,000 per year plus actual out-of-pocket expenses and administrative expenses equal to 4% of annual fees due under the agreement. Mr. Crowder seconded the motion; motion passed 7/0.



**9. Sales Tax Recovery Proposal**

Mr. Blackwell referred to the memorandum in the Board package (copy in file). Mr. Scott made a motion to approve a contract with Tax Specialists of Georgia-Southeast, LLC (after attorney review and approval) to conduct sales tax recovery on CCMWA's Quarles Back-up Power project, Wyckoff Filter Building and Electrical Improvements project, and various smaller capital projects recently completed or to be completed in the near future. Mr. Crowder seconded the motion; motion passed 7/0.

**10. Bid Results – Blackjack Mountain Tank Painting**

Mr. Page referred to the memorandum in the Board package (copy in file). Mr. Lee made a motion to award the Blackjack Mountain Tank Painting project to Llamas Coatings, Inc. of Smyrna, Georgia for the verified low-bid price of \$656,728. Mr. Austin seconded the motion; motion passed 7/0.

**11. Proposal Results – Emergency and On-Call Construction Contract**

Mr. Page referred to the memorandum in the Board package (copy in file). Mr. Austin made a motion to approve a one-year Emergency and On-Call Construction Contract with Unity Construction Company, Inc. of Powder Springs. This contract may be extended in one-year increments, by mutual consent, according to terms of the contract. Mr. Buyers seconded the motion; motion passed 7/0.

**12. Old business**

There were no old business items to present.

**13. General Manager's report**

Mr. Page reported the following updates:

Drought:

- As of November 15, over 84% of GA was experiencing drought conditions, and 53% in extreme or exceptional drought. As of November 21, there had been 64 straight days in Cobb with no measurable participation.
- On November 21, Douglasville/Douglas County Water and Sewer Authority began drawing from CCMWA, expecting to take 6 to 9 mgd.
- The U.S. Army Corps of Engineers claim that CCMWA has only 8% of its storage remaining in Allatoona, even if they are operating at the rule curve. Staff is in discussion with the Corps regarding their accounting of storage.

**14. New business**

There were no new business items to present.

Mr. Bacon left at this time

**15. Executive Session**

Mr. Crowder made a motion to go into Executive Session to discuss personnel and potential litigation. Mr. Austin seconded the motion; motion passed 6/0.

Mr. Crowder made a motion to go return to Regular Session. Mr. Austin seconded the motion; motion passed 6/0.

**16. Legal**

Mr. Lee made a motion to approve the Agreement between the Cobb County-Marietta Water Authority and Mr. Glenn M. Page as General Manager as recommended by the Personnel Committee. Mr. Scott seconded the motion; motion passed 6/0.

There being no further business, the meeting was adjourned.



Becky Mixon  
Assistant Secretary



Griffin L. Chalfant, Jr.  
Chair