

CLAYTON COUNTY WATER AUTHORITY  
Regular Board Meeting  
1600 Battle Creek Road  
Morrow, Georgia 30260  
March 3, 2016

Present at the meeting were: Chairman John Chafin, Secretary/Treasurer John Westervelt, Board Member Marie Barber, Board Member Elizabeth G. Armstrong, Board Member Dr. Cephus Jackson, Board Member Robin Malone, General Manager Mike Thomas, Assistant General Manager Bernard Franks, Assistant General Manager Jim Poff, Legal Counsel Steve Fincher, Executive Coordinator Amanda LaPierre, other CCWA staff and visitors.

Chairman John Chafin called the meeting to order at 1:29 p.m.

**Invocation**

Dr. Cephus Jackson introduced Michael Shinn to give the invocation.

**Introduction of New Board Member**

Chairman Chafin introduced new Board Member Robin Malone.

**Adoption of Agenda**

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

RESOLVED to approve the agenda as proposed.

**Approval of Minutes**

Chairman John Chafin called for any omissions or additions to the minutes of the Regular Board Meeting of February 4, 2016.

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

RESOLVED to approve the Regular Board Meeting Minutes of February 4, 2016.

**Financial and Statistical Reports**

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending January 31, 2016.

**Vendor Comments**

Comments were presented to the Board by former vendor Mr. Oliver Carter. Information only. No action taken.

**New Business**

**Compact Mini-Excavator Bid Recommendation:** Distribution and Conveyance Department Manager Jeff Jones presented a recommendation on the purchase of two Compact Mini-Excavators.

<b>Vendor</b>	<b>Bid</b>	<b>Make/Model</b>
<b>Cowin Equip. Company Inc.</b> Mableton, GA	\$59,501.00 Met 39 of 44 specs	Kobelco SK55 SRX
<b>Flint Equipment Company</b> Atlanta, GA	\$58,472.00 Met 39 of 44 specs	John Deere 50G
<b>Tractor and Equipment Company</b> Forest Park, GA	\$57,885.00 Met 43 of 44 specs	Komatsu PC45MR-5
<b>Border Equipment</b> Conley, GA	\$56,068.80 Met 39 of 44 specs	Case CX55 B
<b>Tuff Equipment Company</b> Marietta, GA	\$54,700.00 Met 37 of 44 specs	Gehl 245 Gen 2
<b>Yancy Brothers Company</b> Austell, GA	\$53,110.00 Met 40 of 44 specs	CAT 305 E2 CS
<b>Cobb County Tractor Co. Inc.</b> Marietta, GA	\$52,233.49 Met 34 of 44 specs	Takeuchi TB 240
<b>Vermeer Southeast Sales &amp; Service</b> Marietta, GA	\$51,398.00 Met 37 of 44 specs	Yanmar Vio 45-6
<b>Stephen's Mechanical Services</b> Atlanta, GA	\$51,000.00 Met 40 of 44 specs	Sunward SWE 50 B
<b>Gene &amp; Matt Tractor Sales Inc.</b> Winder, GA	\$47,189.00 Met 30 of 44 specs	Kubota KX040 4R3 A

<b>Atlanta Kubota</b> Marietta, GA	\$45,375.00 Met 35 of 44 specs	Kubota KX040-4
---------------------------------------	-----------------------------------	----------------

**Recommendation:** Staff recommended purchasing two (2) Komatsu's PC45MR-5 from Tractor and Equipment in the amount of \$57,885.00 each for a total price of \$115,770.00.

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

RESOLVED to award the bid for the purchase of two (2) Komatsu PC45MR-5 mini-excavators to Tractor and Equipment Company for the low responsive bid amount of \$57,885.00 each for a total price of \$115,770.00.

**Flat Bed Truck Purchase Recommendation:** Distribution and Conveyance Department Manager Jeff Jones presented a recommendation on the purchase of a Flat Bed Truck.

<b>Peach State Truck Centers</b>	<b>\$72,100.00</b>	<b>2017 Freightliner M2106 36,000 GVW Cab and Chassis</b>
----------------------------------	--------------------	---

**Recommendation:** Staff recommended purchasing a new Freightliner 4x2 M2106 36,000 GVW Cab and Chassis under Georgia State Contract # 99999-SPD-0000039-0002.

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

RESOLVED to award the bid for the purchase of a new Freightliner 4x2 M2106 36,000 GVW Cab and Chassis to Peach State Truck Centers under Georgia State Contract # 99999-SPD-0000039-0002 for the amount of \$72,100.00.

**Water and Wastewater Chemical Bid Recommendation:** Water Reclamation Department Manager Chris Hamilton presented a recommendation awarding the bid for Water and Wastewater Chemicals.

Item No:	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Item Description:	Liquid Aluminum Sulfate	Dense Soda Ash	Bulk Hydrated Lime	Liquid Lime 30% Calcium Hydroxide	Powdered Activated Carbon 69 lb bag	Powdered Activated Carbon 1,000 lb sack	Sodium Silica Fluoride	Fluorostic Acid 23%	Copper Sulfate Med Crystall	Phosphoric Acid 36% PO4	Sodium Hydroxide 28%	Sodium Hypochlorite 12.5% 65 gal drum	Sodium Hypochlorite 15.4% Bulk tanker	NOT USED
Price per:	/dry ton	/lb	/lb	/lb	/lb	/lb	/lb	/gal	/lb	/gal	/lb	/gal	/gal	
AFFINITY CHEMICAL, LLC	278.00													
ALLIED UNIVERSAL													0.65700	
BRENNITAG MID-SOUTH		0.24000			0.58000	0.58000	0.48000		2.18000	2.75400	0.14000	1.63000	0.69300	
BURNETT LIME				0.05100										
C & S CHEMICALS	350.00													
CARMEUSE LIME			0.10008											
CARUS CORP										2.44800				
CEDAR CHEM														
CHEMTRITE			0.06650				0.47000		1.42300	2.50100				
CHEMTRITE CHEMICALS	198.75													
CHENEY LIME & CEMENT CO., INC.			0.06658											
COLONIAL CHEMICAL SOLUTIONS	375.00	0.23400		0.04880					1.35000	2.51000	0.13300	1.58000		
DPC ENTERPRISES													0.69780	
E & G CHEMICALS, INC.		0.22500			1.60000	1.50000				2.50000	0.15000			
F2 INDUSTRIES, INC.					0.69000	0.62500				2.70000				
GEO SPECIALTY CHEMICALS	378.81													
GREER LIME COMPANY			0.11250											
GULBRANDSEN TECHNOLOGIES														
HATCHPS USA					0.85000	0.85000								
INDUSTRIAL CHEMICALS INC.		0.22500												
KEMURA WATER SOLUTIONS														
LEICHT NORTH AMERICA			0.11050											
MOSAIK GLOBAL SALES									1.62000	2.02000				
PERSCO, INC.														
POLYDYNE, INC.														
PROMPT SYSTEMS, INC.					0.72000	0.60000								
SHANNON CHEMICAL										2.48700				
SOLVENS LLC														
SOUTHERN STATES CHEMICALS														
STERLING WATER TECHNOLOGIES										2.85300				
SUMMIT CHEMICAL SPECIALTY PRO														
THATCHER CHEMICAL OF FL.					0.63000	0.63000	0.44950		1.38600					
UNIMIN CORP			0.09627											
UNIVAR USA INC.	400.00	0.23500			1.25000	1.25000	0.50000	1.88000	1.57600		0.14500	1.60000	0.59000	
WATER SOLUTIONS / ACURE WATER														
Lowest Bid Amount:	198.75	0.23400	0.09627	0.04880	0.69000	0.69000	0.44950	1.62000	1.35000	2.44800	0.13300	1.58000	0.69000	
Lowest Bidder:	CHEMTRITE CHEMICALS	COLONIAL CHEMICAL SOLUTIONS	UNIMIN CORP	COLONIAL CHEMICAL SOLUTIONS	BRENNITAG MID-SOUTH	BRENNITAG MID-SOUTH	THATCHER CHEMICAL OF FL.	MOSAIK GLOBAL SALES	COLONIAL CHEMICAL SOLUTIONS	CARUS CORP	COLONIAL CHEMICAL SOLUTIONS	COLONIAL CHEMICAL SOLUTIONS	UNIVAR USA INC.	

Item No:	15	16	17	18	19	20	21	22	23	24	25	26
Item Description:	Caustic Soda 20%	Polymer, Ashland Praestol K144L	Polymer, Brenifloc CP2666	Polymer - SE-365	Polymer CedarFloc 594	Sulfuric Acid 78% (bulk tanker)	Sulfuric Acid 78% (note)	Ferric Sulfate liquid	NOT USED	Purate bulk	Purate tote	Aluminum Chloro-hydrate
Price per:	/ lb	/ lb	/ lb	/ lb	/ lb	/ gal	/ lb	/ lb of iron EE		/ lb	/ lb	/ lb
AFFINITY CHEMICAL, LLC												
ALLIED UNIVERSAL	0.04860											
BRENTAG MID-SOUTH	0.05630	1.23500	1.24900				0.22000					0.24000
BURNETT LIME												
C & S CHEMICALS	0.05400											
CARMEUSE LIME												
CARUS CORP.												
CEDAR CHEM					1.19000							0.27300
CHEMRITE	0.05680											
CHEMTRADE CHEMICALS								1.25490				0.19300
CHENEY LIME & CEMENT CO., INC.												
COLONIAL CHEMICAL SOLUTIONS	0.07300						0.16400					0.25900
OPC ENTERPRISES												
E & C CHEMICALS, INC.	0.07500											
F2 INDUSTRIES, INC.												
GEO SPECIALTY CHEMICALS												
GREER LIME COMPANY												
GULBRANDSEN TECHNOLOGIES												0.19200
HAYCARB USA												
INDUSTRIAL CHEMICALS INC.												
KEMIRA WATER SOLUTIONS								0.86600				
LHOIST NORTH AMERICA												
MOSAIC GLOBAL SALES												
PENCCO, INC.								0.82000				
POLYDYNE, INC.				0.90000								
PROMINENT SYSTEMS, INC.												
SHANNON CHEMICAL												
SOLENIS LLC		1.05000										
SOUTHERN STATES CHEMICALS						1.45000						
STERLING WATER TECHNOLOGIES		Non-Responsive	Non-Responsive	Non-Responsive								
SUMMIT CHEMICAL SPECIALY PRO												0.21700
THATCHER CHEMICAL OF FL								0.96850				
UNIMIN CORP.												
UNIVAR U SA INC.	0.06620						0.28000					
WATER SOLUTIONS / AZURE WATER										0.53000	0.95000	
<b>Lowest Bid Amount:</b>	<b>0.04860</b>	<b>1.05000</b>	<b>1.24900</b>	<b>0.90000</b>	<b>1.19000</b>	<b>1.45000</b>	<b>0.16400</b>	<b>0.82000</b>		<b>0.53000</b>	<b>0.95000</b>	<b>0.19200</b>
<b>Lowest Bidder:</b>	ALLIED UNIVERSAL	SOLENIS LLC	BRENTAG MID-SOUTH	POLYDYNE, INC.	CEDAR CHEM	SOUTHERN STATES CHEMICALS	COLONIAL CHEMICAL SOLUTIONS	PENCCO, INC.		WATER SOLUTIONS / AZURE WATER	WATER SOLUTIONS / AZURE WATER	GULBRANDSEN TECHNOLOGIES

**Recommendation:** Staff recommended awarding bids for individual chemicals to companies that have submitted the lowest responsive bid for each chemical.

UPON MOTION by Marie Barber and second by John Westervelt, it was unanimously RESOLVED to award the bid for the purchase of Water and Wastewater chemicals to the individual company with the lowest responsive bid amount for each chemical as presented.

**Lab Equipment Purchase Recommendation:** Water Production Department Manager Kendra Staniel presented a recommendation on the purchase of a Gas Chromatograph Mass Spectrometer.

State Contract-Vendor	State Contract Cost	Model
VWR	\$90,524.90	GCMS-QP2010 -SE Gas Chromatograph Mass Spectrometer with Attachments

**Recommendation:** Staff recommended purchasing 1 Gas Chromatograph Mass Spectrometer under State Contract SWC9999-SPD000088-0009.

UPON MOTION by Dr. Cephus Jackson and second by Elizabeth G. Armstrong, it was unanimously

RESOLVED to award the bid for the purchase of a Gas Chromatograph Mass Spectrometer to VWR under Georgia State Contract #9999-SPD000088-0009 for the amount of \$90,524.90.

**Water Tank Aeration Project Summary:** Water Production Department Manager Kendra Staniel presented a summary of the Water Tank Aeration Project. Information only. No action taken.

**Morrow Tank Rehabilitation Project Summary:** Water Production Department Manager Kendra Staniel presented a summary of the Morrow Tank Rehabilitation Project. Information only. No action taken.

**Health Insurance Renewal Recommendation:** Human Resources Director Ed Durham presented a recommendation on Health Insurance Renewals.

**Recommendation:**

Medical

No change to premiums or significant change to benefits.

Dental

13.43% rate increase

- Initial renewal offer +15%
- Marketed dental product, but learned renewal was competitive
- Assurant came in slightly lower, but not enough just to justify a move from incumbent carrier
- Recommendation - Stay with BlueCross BlueShield with no change in benefits
- Approximate annual increase in employer costs = \$24,369

Employee Deduction Increase (Monthly)

<u>Employee</u>		<u>Employer</u>	
Employee Only	\$0.00	Employee Only	\$3.95
Employee + Spouse	\$1.97	Employee + Spouse	\$5.92
Employee + Children	\$2.47	Employee + Children	\$6.42
Employee + Family	\$4.41	Employee + Family	\$8.38

Vision

No change to premiums or benefits; 2 year rate guarantee

Life & Disability

No change to premiums (Year 2 of rate guarantee)

Wellness

Reviewing wellness vendors to implement a more robust program and to assist with coaching, incentives, and determine ROI.

UPON MOTION by Marie Barber and second by Elizabeth G. Armstrong, it was unanimously

RESOLVED to approve staff's recommendation for medical, dental, vision, life & disability insurance renewals as presented.

**Customer Fee Change:** General Manager Mike Thomas presented a recommendation on Customer Fee Changes, which included Resolution No. 2016-02.

Description	Current Fee	Proposed Change
Raw Water	0-30k = \$0.59	0-15k = \$0.52
	31-61k = \$1.16	16k-31K = \$1.25
	Above 60k = \$ 2.32	32k- 47K = \$1.54
		Over 47k = \$1.85
After hours premium	\$30.00	\$35.00

Temporary Service – water only	\$55.00	\$60.00		
Temporary Service – water / sewer	\$65.00	\$70.00		
Small meter test charge if meter is found to be within tolerances	\$100.00	\$125.00		
<b>Hydrant Meter</b>				
Hydrant meter deposit for residential customers	\$950.00	\$950 commercial \$250 residential		
Hydrant Tamper	New	\$1,500.00		
Hydrant Service Fee	New	\$40.00		
Fee if hydrant not brought in for annual testing	New	\$150/mo		
<b>Meter Installation/Connection Costs</b>				
Residential	5/8"	\$975	5/8"	\$1,100
	3/4"	\$1,020	3/4"	\$1,120
	1"	\$1,155	1"	\$1,215
Commercial/Irrigation	5/8"	\$1,050	5/8"	\$1,220
	3/4"	\$1,100	3/4"	\$1,245
	1"	\$1,255	1"	\$1,375
	1-1/2"	\$4,460	1-1/2"	\$4,345
	2"	\$4,820	2"	\$4,745
Fire Connection	5/8"	\$1,050	5/8"	\$1,220
	3/4"	\$1,100	3/4"	\$1,245
	1"	\$1,255	1"	\$1,375
	1-1/2"	\$4,740	1-1/2"	\$4,345
	2"	\$5,075	2"	\$4,745
Pre-stub	5/8"3/4"1"	cost based on meter size	No longer offered	

## Clayton County Water Authority Law and Policy Manual

### STATE OF GEORGIA COUNTY OF CLAYTON

#### RESOLUTION NO. 2016-02

WHEREAS, Georgia Laws 1955, page 3334, created the Board of the Clayton County Water Authority;

WHEREAS, the Clayton County Water Authority Board of Directors ("Board") has adopted a Clayton County Water Authority Law and Policy Manual; and

WHEREAS, the Board wishes to update the Clayton County Water Authority Law and Policy Manual.

**NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED THAT:**

**Section 1. Rates and General Fees.** That Chapter 6 is hereby amended of the Clayton County Water Authority Law and Policy Manual to read as follows:

#### CHAPTER 6 FEES

##### SECTION 1 RATES AND GENERAL FEES

Rates and general fees are published on the [www.ccwa.us](http://www.ccwa.us). Rates and general fees include water rates, sewer rates, stormwater rates, customer deposits, connections fees and other miscellaneous fees. All modifications to the rates and fees must be approved by the Board of Directors.

Single Family Residential Rates			
Tier	Usage	Water Rates	Sewer Rates
1	1,000 - 3,000	\$2.21	\$2.49
2	>4,000 - 7,000	\$5.57	\$5.85
3	>8,000 - 20,000	\$6.89	\$5.85
4	>20,000	\$8.27	\$5.85

**Clayton County Water Authority Law and Policy Manual**

<b>All Irrigation Meters - \$8.27 Sewer Base Rate</b>			
<b>All Other Rates - 5/8, 3/4 and 1 inch meters</b>			
1	1,000 - 3,000	\$3.18	\$3.48
2	>3,000	\$5.57	\$5.85

Other	-	Water-Base-Rate	-	Sewer-Base-Rate
MFC/UFG	-	-	-	\$5.57
2"	-	\$3.66	-	-
4"	-	\$8.20	-	-
6"	-	\$12.60	-	-
8"	-	\$24.16	-	-
10"	-	\$31.62	-	-
12"	-	\$37.88	-	-
16"	-	\$44.30	-	-
HYDRANT-Meter	-	\$69.46	-	\$5.57

**Clayton County Water Authority Law and Policy Manual**

Meter Size	Water-Base Rate	Sewer-Base Rate		
All-Single Family Residential	\$9.85	\$10.42		
<b>All-Other</b>				
5/8	\$9.85	\$10.42		
3/4	\$10.42	\$11.00		
1	\$13.31	\$13.39		
1.5	\$22.15	\$34.73		
2	\$46.31	\$69.46		
3	\$69.46	\$104.19		
4	\$86.82	\$129.65		
6	\$129.65	\$194.48		
8	\$162.07	\$243.11		
10	\$194.48	\$291.72		
<b>Raw-Water</b>		Usage	Water	Sewer
			Rate	Rate
Tier-1		0-30k		\$0.69
Tier2		31-60k		\$1.16
Tier3		>60k		\$2.32
Minimum				\$3.48

**Clayton County Water Authority Law and Policy Manual**

**WATER AND SEWER ACCOUNT DEPOSIT CHARGES**

<b>Residential Accounts</b>	Single-Family	Based on customer credit Water \$0, \$40, or \$80 Sewer \$0, \$40, or \$80
	Townhomes, Duplex, Quadraplex, etc. (individual meters)	Based on customer credit Water \$0, \$40, or \$80 Sewer \$0, \$40, or \$80
Customer deposits are refundable upon 24 months of continuous timely payment history.		

<b>Multi-family</b>	Apartments	2-times average monthly bill or 4K X number of units
	Mobile Home	
	Hotel, Motel, etc.	
Deposits will be refunded when the account is closed.		

	<b>METER SIZE</b>	<b>Water Deposit</b>	<b>Sewer Deposit</b>
<b>Non-Residential (Commercial, Industrial, Government, etc.)</b>	5/8"	\$80.00	\$80.00
	3/4"	\$100.00	\$100.00
	1"	\$150.00	\$150.00
	1-1/2"	\$200.00	\$200.00
	2"	\$300.00	\$300.00
	3"	\$450.00	\$450.00
	4"	\$700.00	\$700.00
	6"	\$1000.00	\$1000.00
	8"	\$2000.00	\$2000.00

**Clayton County Water Authority Law and Policy Manual**

	10"	\$3000.00	\$3000.00
Customer deposits are refundable upon 24 months of continuous timely payment history. If the account becomes delinquent, another deposit will be required to be reinstated.			

Customer Fees	Amount
Stormwater Monthly Rate for Single Family Residential	\$3.75
Stormwater Monthly Rate for non-residential per stormwater unit	\$3.75
Raw Water (per thousand gallons)	\$3.31
Late fee	10% of current month's unpaid balance
Convenience fee for credit card processing (per \$500 transaction)	\$1.25
Returned Check Fee or Denied Draft per item	\$30.00
Removal of meter for non-payment of account plus any material costs	\$50.00 plus
<b>Service Order Fees</b>	
New Service	\$25.00
<b>Service off</b>	
Disconnect for Non-payment (includes reconnect fee)	\$40.00
After hours premium	\$30.00
Lien fee	\$50.00
Temporary Service-water only	\$55.00
Temporary service-water/sewer	\$65.00
Water running-1	\$0.00

**Clayton County Water Authority Law and Policy Manual**

Water running—2	\$20.00
Tamper 1	\$150.00
Tamper 2	\$250.00
Tamper 3	\$500.00
Tampering by multi-family or hotel/motel	\$1500.00
Administrative fee	\$35.00
Residential Trip Charge (Normal Hours) by D&G	\$30.00
Residential Trip Charge (After Hours) by D&G	\$45.00
Non-Residential Trip Charge (Normal Hours) by D&G	\$60.00
Non-Residential Trip Charge (After Hours) by D&G	\$95.00
Small meter test charge if meter is found to be within tolerances	\$100.00
Watering Restriction Penalty	\$500.00
Water Theft through a Fire Hydrant plus estimated water use	\$2550.00
Fire Hydrant Meter Assembly deposit	\$950.00
<b>Sewer Surcharge/Septage/Grease Programs</b>	
Septage Deposit	\$4,000.00
Administrative fee per truck load for out-of-county waste	\$25.00
Failure to properly fill out Septage Manifest Form	\$200.00
Septage Dumping fee per thousand gallons of septage waste	\$200.00
Grease Program Re-inspection	\$300.00
Industrial Surcharge Resampling Fee	\$550.00
Sewer Surcharge	—BOD— \$0.84 —TSS— \$0.76 —N— \$1.59 —P— \$1.88

## **Clayton County Water Authority Law and Policy Manual**

(Reference minutes of –January 7, 2013 Pages 4715-4720; January 9, 2014 Pages 4867-4870; June 4, 2015 Pages 5070-5074)

**Clayton County Water Authority Law and Policy Manual**

**Section 2. General Authority.** From and after the adoption of this Resolution, the Board and the proper members, agents and employees of the Board are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the intent of this Resolution.

**Section 3. Actions Ratified, Approved, and Confirmed.** All acts and doings of the members of the Board which are in conformity with the purposes and intents of this Resolution shall be, and the same hereby are, in all respects ratified, approved, and confirmed.

**Section 4. Recordation.** This Resolution shall be recorded in the minutes of the Board.

**Section 5. Severability of Invalid Provisions.** The sections, paragraphs, sentences, clauses, and phrases of this Resolution are severable, and if any phrase, sentence, paragraph, or section of this Resolution shall be declared illegal by the valid judgment or decree of any court of competent jurisdiction, such an illegality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Resolution.

**Section 6. Repealing Clause.** All resolutions or parts thereof of the Board in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.

**Section 7. Effective Date.** This Resolution shall become effective upon its adoption.

**SO RESOLVED** this 3rd day of March 2016.

**Clayton County Water Authority Law and Policy Manual**

Clayton County Water Authority:

  
\_\_\_\_\_  
John Chafin, Chairperson

Attest:

  
\_\_\_\_\_  
John Westervelt, Secretary/Treasurer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Steven M. Fincher, Attorney for  
Clayton County Water Authority

UPON MOTION by Dr. Cephus Jackson and second by Elizabeth G. Armstrong, it was unanimously

RESOLVED to approve staff's recommendation of a new customer fee schedule as presented along with Resolution No. 2016-02 which will update the presentation of the fees in the CCWA Law & Policy Manual.

### **Executive Session**

UPON MOTION by John Westervelt, second by Rodney Givens it was unanimously

RESOLVED to enter Executive Session to discuss legal and personnel matters.

### **Approval of Executive Session Minutes**

UPON MOTION by John Westervelt, second by Rodney Givens it was unanimously

RESOVLED to approve the Executive Session minutes of March 3, 2016.

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

RESOVLED to reconvene Open Session.

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

UPON MOTION by John Westervelt, second by Rodney Givens it was unanimously

RESOLVED to approve staff's recommendation to approve a one year contract extension to Jacobs Engineering Group and CH2M.

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

RESOLVED to approve staff's recommendation for the addition of a Utility Locator position.

Chairman Chafin formed a committee to review and update the CCWA Conflict of Interest Policy. This committee will consist of Vice Chairman Rodney Givens (Committee Chair), Board Member Dr. Cephus Jackson and Board Member Robin Malone.

**Adjourn**

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

RESOLVED to adjourn the Board Meeting at 4:03 p.m., there being no further business to come before the Board of Directors.

  
\_\_\_\_\_  
John Chafin, Chairman

  
\_\_\_\_\_  
John Westervelt, Secretary/Treasurer

