

Newnan Water, Sewerage & Light Commission
Commission Meeting
 May 20, 2025

The Newnan Water, Sewerage and Light Commission met May 20, 2025 in regular session with Commission Chairman Robert Lee presiding. Commissioner Parnell Odom, Commissioner Dianne Parker, and Commission Legal Counsel Bill Stemberger were present.

Also present were Jeff Phillips, General Manager, Alexis Brooks, Director of Electrical Operations & Human Resources and Commission Secretary, Brandon Lovett, Director of Water & Wastewater Operations, Joni Scarbrough, Director of Administrative Services, and Mary Bajalcaliev, Executive Assistant and Recorder.

The Newnan Times-Herald was absent.

Chairman Robert Lee called the meeting to order.

Acceptance of Minutes – April 30, 2025 Regular Meeting: Chairman Lee asked if all were in favor of accepting the minutes of the April 30, 2025 regular meeting. Commissioner Odom made a motion to accept the minutes. Commissioner Parker seconded the motion.

Chairman Lee turned the floor over to Jeff Phillips for the General Manager's and Directors' reports.

General Operations & Finance Report

Jeff Phillips

Financials

The financials for the previous month were favorable for both revenue and expenses. We have completed 40% of our budgeted capital expenses for the year.

Jeff Phillips turned the floor over to the Directors for their reports.

Electric, Human Resources, Billing, Metering & Locates

Alexis Brooks

Billing, Metering & Locates

Locates

Crews processed 1,424 locate tickets in April.

Rates

Summer electric rates go into effect on June 1 and will be in place until October 1.

Electric

Pole Audit/Change Outs

We completed several more pole change outs last month, including at EGO on Hillwood Circle, United Community Bank on Bullsboro Drive, and Family Dollar on Bullsboro Drive.

After school is out for the summer, while we replace two recommended light poles at Ruth Hill Elementary. During this process, we are electing to make some improvements for safety and aesthetics by transferring the lines to an underground system and replacing the lights with more decorative ones.

Testing

- Meters: We have been conducting tests of our electric meters. We sample the top 10% of meters by consumption and test them to ensure they are reading properly.
- Reclosers: We have completed the annual testing of 8 of the 22 reclosers in the system.

Security Lights

We have been in the process of converting apartment security lights to LED. We have been finding that parts are difficult to get for older existing lights, so it is more effective and efficient to change them to LED. After replacing the lights that were budgeted this year, we had some funds remaining, so we elected to convert lights in one of the two phases of The Willows at Ashley Park apartment complex this year.

Training

- Distribution Automation Controller (DAC) Training: Crews recently took part in DAC training with Schweitzer Engineering Laboratories to learn more about the automated schemes in our electric system.
- Heat Stress: Heat stress safety training will be coming up soon.
- Hurt Man Rescue: The hurt man rescue training, originally scheduled for April, will be rescheduled to a later date.
- MEAG Annual Transmission Meeting: A few employees will take part in MEAG's Annual Transmission Meeting next week in Forsyth, Georgia.

Human ResourcesStaffing

There will be 19 interns working with us this summer.

Training

Staff completed a continuing education class on budgets through the University of West Georgia (UWG) Newnan. We will take a break for the summer and will resume training in August.

ShopWork Orders

Staff completed 83 work orders last month. 49 were for maintenance.

Surplus Sale

We recently sold several surplus vehicles and pieces of equipment that were recently replaced.

Administrative Services**Joni Scarbrough**

Community RelationsEvents

Staff continue to be busy with community events, including career days and school events.

Newsletter

The latest edition of the customer newsletter will be distributed in bills soon.

Social Media

We've been highlighting our hydrant flushing program on social media with a video that explains the importance of the program.

Customer ServiceCall Volume

Our CSRs took 4,300 calls last month. 123 of those were for compost orders.

Facilities & GroundsCompost

We will have the on-site pre-qualification meeting tomorrow for contractors who are interested in bidding on the compost building project.

Water Treatment Plant

We have been making a few minor updates to some offices at the Water Treatment Plant following retirements of employees.

ParkBest in Coweta Award

Carl Miller Park recently received Newnan Coweta Magazine's Best in Coweta award for the second year in a row.

Shade Additions

We recently installed 2 more shade structures at the park; one at the splash pad, and one at the lower playground.

Pavilion Reservations

We had 99 park pavilion reservations last month.

Technology Services

Microsoft Great Plains Software

Microsoft has notified us that they will be sunsetting their Great Plains software at the end of 2029. This is the software we have used since 2003 for financial and inventory management. Microsoft has provided us with a 2,000-question questionnaire that should help us look at our needs and current customizations to see if Microsoft Business Central will be a good fit as a replacement for Great Plains.

Water/Wastewater Operations & Purchasing

Brandon Lovett

Collection & Distribution

Poplar Road Emergency Bypass

We have begun work on the emergency bypass system for our Poplar Road Lift Station. The pump should arrive by mid-June. This will allow us to divert material to the Coweta County Water & Sewerage Authority as needed in an emergency.

U.S. Environmental Protection Agency (EPA) Lead & Copper Rule

We have completed all of the testing requirements for the U.S. Environmental Protection Agency (EPA) Lead & Copper Rule. The last step is to add a link from our website to the state's database so consumers can verify if their address is suspected to have lead pipes.

Engineering

Greystone: Millard Farmer Industrial Boulevard/Roscoe Road

The developers of Greystone, a neighborhood of 193 single family homes adjacent to the Newnan Utilities Cabin on Young Avenue, requested an emergency access easement near the Cabin gate to allow ingress/egress in the event that the main entrance is blocked, and emergency vehicles need access. Our gate would need to be moved, and a paved road would be created for emergency use only.

Following some discussion, the Commission agreed to table a vote so that the easement could be amended to include language about the previously agreed upon buffer between the neighborhood and the Newnan Utilities Cabin property lines, as reflected in the site plans approved by the City of Newnan.

Land Management/Timber

Pine Beetles

We recently have had issues with pine beetles destroying trees on our Land Application System property off Franklin Highway. Forestry experts have told us that they expect the infestations to be worse, not only in our area, but nationwide. The only way to protect the remaining healthy trees is to remove the damaged ones, and some of the surrounding healthy ones, as soon as possible because the insects use the touching limbs to go from one tree to another. Experts have stated that the bands that have been destroyed are about 150 acres.

Due to the emergency nature of the situation, Brandon Lovett requested that the Commission consider allowing us to contract with Chattahoochee Timber Company, foregoing the bid process, to do the work to clear the damage and stop the infestation. Chattahoochee was awarded bids for the past two regular harvests, and we have been very happy with their work and pricing for those projects.

Motion for Approval: Emergency Declaration for Timber Harvesting Due to Pine Beetle Infestation: Brandon Lovett requested a motion to bypass the bidding process and contract with Chattahoochee Timber Company, a trusted vendor, to conduct a proactive and aggressive thinning/cutting of timber affected by pine beetles on the Land Application System property on Franklin Highway. Chairman Lee asked for a motion to approve the Emergency Declaration for Timber Harvesting Due to Pine Beetle Infestation. Commissioner Parker made a motion to approve it. Commissioner Odom seconded the motion.

Wastewater Treatment

Wastewater Treatment Planning

We have been meeting with engineers at Wiedeman and Singleton and the state to begin the next phase of our wastewater treatment expansion planning. Part of the process is to record additional studies of the creeks, in this case, Wahoo Creek and Snake Creek, to understand waste load allocations.

Water Treatment

High Service Pumps

The replacement of the first high service pump at the Water Treatment Plant is complete.

Hypochlorite/Bleach Conversion

The chlorine room has been demolished, and the phosphate delivery system is in place.

Line Creek Pump Station

The maintenance crew continues to work on the second of the pumps at the Line Creek Pump Station.

Reservoirs

Reservoirs are currently at 100%.

Following the Directors' reports, and with no need for an Executive Session, the meeting was adjourned.

Adjourn: With no further business to conduct, Chairman Lee asked for a motion to adjourn the meeting. Commissioner Odom made a motion to adjourn. Commissioner Parker seconded the motion.

Secretary

Chair

Commissioner

Commissioner