

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

The Newnan Water, Sewerage and Light Commission met June 20, 2025 in regular session with Commission Chairman Robert Lee presiding. Commissioner Parnell Odom, and Commissioner Dianne Parker, 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.

Commission Legal Counsel Bill Stemberger and The Newnan Times-Herald were absent.

Chairman Robert Lee called the meeting to order.

Acceptance of Minutes – May 20, 2025 Regular Meeting: Chairman Lee asked if all were in favor of accepting the minutes of the May 20, 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 46% 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 1,427 locate tickets in May.

Meter Testing

We have completed meter testing on 70 of 270 large power accounts. No major issues have been found so far. A couple of meters will be need to rewired due to age.

Electric

System Improvement Project

We have a budgeted project this year to add more switching and backfeed capabilities in the Sherwood neighborhood. This area was identified for improvement during last year's reliability study. Because there are many old, large trees in the area, we've had a few trees fall, but mostly have had issues with squirrels chewing lines and damaging equipment, causing outages. We will need to increase the height of a few of the poles from 40' to 45' because we are converting the single phase portions to three phase. The changes will allow us to switch to different circuits during outages so we can restore power for more customers quickly while we make the necessary repairs downstream.

Northgate High School

We will begin a project during the Georgia High School Athletic Association's mandated "dead week" to replace the high-pressure sodium football stadium lights with LEDs. The current lights were installed around 30 years ago and have become increasingly difficult to find parts for. Newnan Utilities owns and maintains these lights, and the school system is charged for usage.

Pole Audit/Change Outs

We have 11 poles remaining to change out. We plan to complete these by the end of the year. We will be due for another total inspection in 5 years.

Maintenance

- Generators: In addition to the monthly generator inspections, we are completing the annual oil change on all of them. We have 10 generators at our facilities, plus portable ones that we can use in the field.
- Herbicide Application: We will begin the annual herbicide application in the more rural areas and right of ways in our service territory at the end of the month. This helps to keep vegetation off of our equipment.

Testing

- Reclosers: We have completed the annual testing of 16 of the 22 reclosers in the system.

Training

- Hurt Man Rescue: Hurt man rescue training, with Electric Cities of Georgia (ECG) will take place next week. This training is required annually.
- MEAG Annual Transmission Meeting: A few employees took part in MEAG's Annual Transmission Meeting in Forsyth, Georgia. There are not a lot of projects in the works that are relevant to us. Most of the projects are taking place in South Georgia in preparation for the solar farm there.

Human ResourcesBenefits Fair

Staff are preparing for the annual open enrollment period and the Benefits Fair on August 26.

Wellness

A group of 16 employees recently completed a weight management program that started in February.

ShopBoom Inspections

Altec will be here in the middle of July to conduct the annual inspection of the bucket truck booms.

Work Orders

Staff completed 104 work orders last month. 69 were for maintenance.

Surplus Sale

We will have another sale of 11 surplus vehicles and pieces of equipment that were recently replaced.

Administrative Services**Joni Scarbrough****Community Relations**Caring Customers

The Caring Customers Advisory Committee recently met and awarded 3 grants to area nonprofit organizations.

Website

We have begun the process of redesigning the Newnan Utilities website. It has been over 5 years since our last redesign. We are using analytics from the current website to determine how visitors use the site, what they access and how they access it (phone versus computer). 70% of visitors access the site from a phone, an increase of 10% from 5 years ago.

Customer ServiceCall Volume

Our CSRs took 4,300 calls last month. 120 of those were for compost orders.

Safety

We have been working with the Newnan Police Department to coordinate active shooter/robbery training for our Customer Service department.

We have begun looking at a new layout for our lobby to move all of our Customer Service Representatives behind a counter and ensuring they have an exit that is not through the lobby if needed in the event of an emergency.

Facilities & Grounds

Compost

We had the on-site pre-qualification meeting for contractors who are interested in bidding on the compost building project. Two contractors, Tomco Construction and Allied Construction, prequalified. They have until the end of the month to submit their bids and conceptual drawings.

Wahoo Administration Building

We recently replaced interior lighting at the Wahoo Administration Building with LEDs.

Park

LINC

We recently met with the project managers for the PATH Foundation, the firm chosen by the city to design and develop the portion of the LINC path that will run along Sewell Road in front of our park. The representatives understood that our park opens and closes at certain times, so the LINC will not run through it, but portions of the fence at the park can be moved further in. The city has approved the general area of the path, but PATH will fine-tune the drawings based on our input and other factors and will come back with conceptual drawings. They plan to start work next year after school is out for the summer beginning behind the high school to coincide with a paving project there.

Pavilion Reservations

We had 165 park pavilion reservations in May.

Technology Services

Compost

Staff have been researching point of sale systems for our compost department. We currently bill for tree trash once a month. The goal is to be able to take payments on-site upon delivery. We hope to make the payment process more efficient for those customers.

Water/Wastewater Operations & Purchasing

Brandon Lovett

Collection & Distribution

Hydrant Flushing

Crews continue to work on flushing fire hydrants.

Meter Testing

Crews have been testing meters.

Poplar Road Emergency Bypass

Work is almost complete on the emergency bypass system for our Poplar Road Lift Station. The line has been installed, and the pump should arrive next week.

Engineering

Greystone: Millard Farmer Industrial Boulevard/Roscoe Road

We have asked the developer of Greystone to add language to the emergency access easement related to buffers as discussed in last month's Commission meeting. We are awaiting comments back from the developer.

Land Management/Timber

Pine Beetles

Work on the emergency harvest has been delayed due to recent rains. We are hoping they will be able begin work in mid-July.

Safety

Safety Programs

We offered heat stress training last month. This month's topic will be identity theft.

Wastewater Treatment

Wastewater Treatment Planning

We have formally submitted waste load data to the state for the next phase of our wastewater treatment expansion planning.

Water Treatment

Consumer Confidence Report

The annual Consumer Confidence Report is complete and has been sent to the state and customers.

High Service Pumps

The installation of the new high service pump at the Water Treatment Plant is complete. It is pumping 10% more than before and we will see some reductions in power use versus the older pumps.

Hypochlorite/Bleach Conversion

The hypochlorite/bleach conversion project is complete. We are in the last state of depleting the chlorine gas.

Permitting

We have submitted our renewal request for Wahoo Wastewater Treatment Plant.

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