

Water Committee Agenda March 13, 2024 8:30 A.M.

Note: This meeting will take place in the Administrative Conference Room located at 140 Stonewall Avenue, Suite 100, Fayetteville, Georgia 30214.

Call to Order Acceptance of Agenda

- 1. Approval of Minutes from the February 14, 2024 meeting
- 2. System Updates
- 3. Director's Report
- 4. Public Comment
- 5. Committee's Comments

Adjournment



Water Committee Minutes February 14, 2024 8:30 A.M.

Committee Members Present: Bryan Keller, Chair

Vanessa Tigert, Vice-Chair

Steve Rapson, County Administrator

Jeff Hill, Fire Chief

Bill Holland, Citizen Representative Jim Poff, Citizen Representative William Yarde, Citizen Representative

Committee Non-Voting Members: Dennis Davenport, County Attorney

Michael Diaz, Arcadis Aaron Capelouto, Arcadis

Staff Present: James Munster, Field Operations Director

Capri Reeves, Customer Support Manager Carrie Gibby, Finance Operations Manager

Susan Lee, Water Production & Operations Manager

Russell Ray, Facilities & Projects Specialist

Lacy Gray, Crosstown Plant Manager Lindsey Choisnet, Engineering Technician

Call To Order

The meeting was called to order by Chairman Bryan Keller at 8:30 a.m.

Acceptance of Agenda

Bryan Keller moved to amend the agenda to add the nominations of Chair and Vice-Chair. Vanessa Tigert seconded. The motion passed unanimously.

1. Nomination of Chair and Vice-Chair

Jeff Hill nominated Bryan Keller as Chair of the Water Committee. Vanessa Tigert seconded the nomination. The motion passed unanimously.

Bryan Keller nominated Vanessa Tigert as Vice-Chair of the Water Committee. Steve Rapson seconded the nomination. The motion passed unanimously.

2. Approval of the Minutes from the December 13, 2023 meeting

Jeff Hill made the motion to approve the minutes from the meeting on December 13, 2023. Vanessa Tigert seconded. The motion passed unanimously.

3. System Updates

Field Operations

James Munster discussed the large main break that occurred on January 26 at Morning Creek Bridge on Highway 85 North. We received our first call around 9:20 a.m. and by 10:50 a.m. the leak at the bridge was isolated. The Georgia Department of Transportation (GDOT) assessed that a lane on the southbound side had to be shut down until repairs were completed because the compacted soil under the bridge approach had washed out. Crews worked throughout the night and pumped 50 cubic feet of flowable fill into the void under the approach. Talking with GDOT, the flowable fill was supposed to be a permanent fix but it was much slower in setting than expected, estimated to take 28 days, and would have a strength of only 125 pounds per square inch (psi).

Mr. Rapson explained that GDOT's original position was to replace everything on the bridge at an estimated cost of one million dollars. After much discussion, we chose the option that would be a fraction of that cost and refilled the void with a 3000-psi grout. The total cost of the repair should be available by our next Water Committee meeting. We believe the break was caused by settling that had occurred since 2008 when the bridge was raised.

Multiple Fayette County departments assisted throughout the repair process, and we are deeply thankful for their coordination and cooperation.

Business Operations

Carrie Gibby touched on some of the benefits of our Advanced Metering Infrastructure (AMI) solution. Customers and Water System staff can monitor accounts, view usage, and set alerts for different criteria through the AMI dashboard available online at www.eyeonwater.com. We are analyzing how to best utilize this AMI data by implementing processes and procedures into the current positions and structure of the organization and ultimately elevate our level of customer service.

Capri Reeves announced the full deployment of our AMI project. We're starting to receive feedback from those customers who were part of the initial deployment and are now receiving their first bills with the AMI meters. A lot of the feedback is regarding the bill amounts. The AMI technology and online dashboard help explain the bill amounts by allowing customers to see their actual usage with hourly updates.

Mr. Rapson added that AMI is one of the reasons why we as a utility do not have to implement a rate increase because, in essence, we're now capturing true usage. It's important to be clear that the additional revenue will help us fund future capital improvement projects and the AMI project itself. This information is not anything new but it's good to be reminded of where and why we started.

Water Plant Operations

Susan Lee advised that high-service pump #2 at Crosstown Water Treatment Plant has been repaired and reinstalled. There are plans for replacing the control valve on Crosstown's pump #1 within the next few months.

The Supervisory Control and Data Acquisition (SCADA) project is continuing. We're hoping that will be completed by the end of the fiscal year in June.

Russell Ray explained our participation in the Risk Management Program, which is an Environmental Protection Agency (EPA) rule that implements Section 112 (r) of the 1990 Clean Air Act amendments to improve chemical accident prevention at facilities. This rule requires facilities that use extremely hazardous substances to develop a Risk Management Plan (RMP), which helps the community to understand what we have on-site and helps our staff to properly maintain these chemicals. Chlorine gas, a hazardous chemical, is kept at our water treatment plants. Fayette County's RMP is updated with revised dates and organizational changes routinely, usually during the inspection period. Some updates, like changes in emergency contacts, must be performed online at the EPA's website whenever a change occurs. Over 55 hours were spent preparing for the Crosstown inspection. The EPA performs inspections every three years and we're consistently improving our processes.

Jim Poff asked if there is a plan to move away from Chlorine gas to an inherently safer technology for the disinfection of drinking water, such as Sodium Hypochlorite. Many utilities have already done this. Mr. Rapson answered that could be an option through the Capital Improvement Program.

Ms. Tigert stressed that we have to adhere to a lot of environmental and state regulations so making this Committee aware of those efforts is a priority.

Arcadis

Aaron Capelouto provided updates for ongoing Arcadis projects. Regarding AMI, our installed meter count was nearly 2000 as of yesterday. The installation of our larger meters remains our priority; at last check, 30 were installed with several more scheduled through the rest of the month.

Arcadis is also making efforts to verify and validate the Badger Meter and Pedal Valves pay requests. Several conditions must be met before they submit payment, such as proper installation and ensuring the meters are reading for two consecutive days. We're also looking at zero consumption meters and verifying with customer service that a zero reading is accurate. Arcadis is working closely with the Water System and Badger Meter to ensure we are being invoiced accurately.

Mr. Keller asked if there were any updates on the AMI meter-box lid situation that was discussed in our last meeting. Ms. Tigert advised that we're verifying the percentage of expected lid replacements. We have ordered enough lids to get us through this fiscal year and, based on our analysis, will accommodate lid replacements in our next budget cycle. It will be an impact.

Mr. Rapson added that, although the percentage of replacements is higher than anticipated, everything Mr. Capelouto discussed is about quality control and we appreciate that. Also, the Board of Commissioners approved at the February 8 meeting a three-year contract renewal for Arcadis to not only follow through on the AMI project but also be the Water System's Engineer of Record for the next three years.

Mr. Poff asked if Pedal Valves is doing the lead service line inventory while installing the new meters. As a refresher, the Environmental Protection Agency's (EPA) Lead Service Line Replacement Program requires that we provide the EPA with an inventory of all individual lead service lines in our service area by October 2024. Mr. Capelouto answered that we have not encountered any lead service lines thus far. Part of Pedal Valves' installation process is to report on the materials.

4. Director's Report

Ms. Tigert reported that the City of Fayetteville's entire water system will be out of service for at least one week to run routine maintenance. Because of this, FCWS will be providing the entire City of Fayetteville their water during the week of February 12. We usually sell them roughly 60% of their usage but this week will be 100%.

5. Public Comment

Emmanuel Haldopoulos, Treasurer of the Lake Kedron Community Homeowners Association (HOA), expressed discontent regarding the doubling of irrigation rates effective July 1, 2022. As a comparison with other utilities, Georgia Power has increased its rates four times over the past 4 years, with the highest being a 15% increase in January 2022. Had the HOA been aware of the irrigation fee increase, their strategic plan regarding green space and additional irrigation meters would have changed. The HOA has eight irrigation meters under two accounts that go unused six months out of the year. With the increased base rate for irrigation meters, that's almost \$1800 the HOA is being charged during those months of no water consumption.

Ms. Reeves explained that there is an option to terminate irrigation accounts on a seasonal basis. Customers need to request both termination and reactivation of their irrigation accounts, but there is no additional cost for these services.

Mr. Rapson added that Fayette County is part of the Metropolitan North Georgia Water Planning District (District). Under the District's Water Resource Management Plan, we are required to issue increased conservation pricing equal to or greater than 200% of the first-tier rate for single-family residential customers.

Brochures advising of the rate increase were sent to all accounts with designated irrigation meters in early June 2022. The same information was also posted on FCWS's website in the Spring of 2022 and discussed at the June 8, 2022 Water Committee meeting and May 13, 2022 Board of Commissioners meeting, both of which are open to the public.

6. <u>Committee's Comments</u> No comments.	
Adjournment Bryan Keller made a motion to adjourn the Water Committee meeting on February 14 2024. Vanessa Tigert seconded. The motion passed unanimously.	ŀ,
The February 14, 2024 Water Committee meeting adjourned at 9:08 a.m.	
Bryan D. Keller, Chairman	
The foregoing minutes were approved at the regular Water Committee meeting on the, 2024.	
Lindsey Choisnet, Water Committee Clerk	

TOP 25 CUSTOMERS FEBRUARY 2024



CHOTOMES "	CUSTOMER	SERVICES OR	TOTAL USAGE	TOTAL
CUSTOMER#	NAME	LOCATION	IN GALLONS	REVENUE
10836	CITY OF FAYETTEVILLE	WHOLESALE	34,845,004	\$93,236.16
	TOWN OF TRILITH	369 SERVICES	3,094,914	\$16,297.03
	FAYETTE COUNTY BOE	35 SERVICES	2,943,720	\$10,920.47
25487	UNIVERSAL ENVIRONMENTAL SERVICES	3 SERVICES	2,693,794	\$8,782.75
12877	HOSHIZAKI AMERICA	618 S HWY 74	2,524,910	\$8,201.66
29362	SUMMIT PROPERTIES	3 SERVICES	1,553,190	\$5,155.40
129317	DDRTC FAYETTE PAVILION III & IV LLC	5 SERVICES	1,337,216	\$4,510.30
106915	VR BALMORAL HOLDING LP	450 S PEACHTREE PKW	1,165,890	\$3,812.03
126515	RETREAT AT PEACHTREE CITY APARTMENTS, LLC	2 SERVICES	983,960	\$3,300.83
552	PIEDMONT HEALTHCARE	3 SERVICES	977,749	\$3,282.57
116907	PEACHTREE LODGING ASSOCIATES, LLC	2443 W HWY 54	863,640	\$2,889.68
142435	VR KEDRON LIMITED PARTNERSHIP	2 SERVICES	799,910	\$1,753.31
13987	ABERDEEN WOODS CONFERENCE CENTER	201 ABERDEEN PKW	778,520	\$2,560.82
138901	UAP HERITAGE PEACHTREE LLC	100 LINE CREEK DR	761,408	\$2,540.06
135355	BRAELINN APARTMENTS OWNER LLC	100 PEACHTREE STATION CIR	756,800	\$2,490.66
98774	MASTERMIND INVESTMENTS, LLC	794 HWY 279	710,980	\$3,121.11
13986	SOUTHLAND NURSING HOME	151 WISDOM RD	692,830	\$2,278.27
22324	SIGVARIS, INC.	1119 S HWY 74	653,411	\$2,165.63
122922	HEARTIS FAYETTEVILLE PARTNERS	936 W LANIER AVE	647,306	\$2,148.55
142410	ROCKAWAY SENIOR CARE LLC	3 SERVICES	593,820	\$2,045.10
12604	TWIGGS CORNER CONDOMINIUM	200 TWIGGS CORNER	593,700	\$1,958.08
68695	WAYNE DAVIS CONCRETE CO	2 SERVICES	545,971	\$1,798.14
134769	IHI TYRONE MHC, LLC	2 SERVICES	535,910	\$1,777.19
135354	PEACHTREE CITY OWNER LLC	1000 STEVENS ENTRY	520,065	\$1,720.24
135872	BCFORE KEDRON VILLAGE II LLC	3 SERVICES	480,943	\$1,700.97
		GRAND TOTAL:	62,055,561	\$190,447.01

GRAND TOTAL: 02,055,501 \$190,447.01



SUBMITTAL NAME	REOCCURRENCE	INTERNAL DUE DATE	DUE DATE	RESPONSIBLE PARTY	COMPLIANCE INFORMATION	SUBMITTAL INFORMATION:	COMMENTS:
Asset Management Plan	Decennial	1 Year Before Permit Renewal	Due at time of permit renewal: March 27, 2033	Director	Appendix C to Minimum Standards for Public Water Systems, "Asset Management Plans for Public Water Systems" (DRAFT)	"Beginning January 1, 2024, during the next ownership transfer or permit renewal process, all existing CWS and NTNCWS that serve populations greater than 3,300 must submit an asset management plan that addresses the five core question framework"	
Permit to Operate Renewal	Decennial	Application due 3 Months Before Expiration: December 27, 2032	Expires March 27, 2033	Operations and Production Manager	EPD 40 CFR 141.31 https://epd.georgia.gov/forms-permits/watershed-protection-branch-forms-permits/drinking-water-forms GA R&R 391-3-517. paragraph (11) Permit to Operate a Public Water System	Manny Patel - GA EPD Drinking Water Program 2 Martin Luther King Jr. Drive SE Suite 1152, East Tower	Applications for renewal must be submitted 90 days before permits expire.
Brooks Permit to Operate Renewal	Decennial	Application due 3 Months Before Expiration: June 13, 2028	Expires September 13, 2028	Field Operations Director	EPD 40 CFR 141.31 https://epd.georgia.gov/forms-permits/watershed-protection-branch-forms-permits/drinking-water-forms GA R&R 391-3-517. paragraph (11) Permit to Operate a Public Water System	Manny Patel - GA EPD Drinking Water Program 2 Martin Luther King Jr. Drive SE Suite 1152, East Tower	Applications for renewal must be submitted 90 days before permits expire.
SWWP-GPD Monthly avg & max	Annual	January 5	January 30	South Fayette Plant	Requirement of SWWP Georgia Water Quality Control Act, Section 12-5-31, et seq Rules for Surface Water Withdrawal, Chapter 391-3-605	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
SWWP - Lake McIntosh Reservoir Water Levels Daily Stream flow Water Quality Daily Averages Weekly Water Quality Monitoring Biological Monitoring	Annual	February 1	March 1	Operations and Production Manager	GA EPD Permit No. 0561102-09 Lake McIntosh Special Conditions https://epd.georgia.gov/forms-permits	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
SWWP - Lake Horton	Annual	February 1	March 1	Operations and Production Manager	GA EPD Permit No. 056-1102-12 Lake Horton Special Conditions https://epd.georgia.gov/forms-permits	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
SWWP- Flint River	Annual	February 1	March 1	Operations and Production Manager	Requirement of SWWP Georgia Water Quality Control Act, Section 12-5-31, et seq Rules for Surface Water Withdrawal, Chapter 391-3-605	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
SWWP- Lake Kedron	Annual	February 1	March 1	Operations and Production Manager	Requirement of SWWP Georgia Water Quality Control Act, Section 12-5-31, et seq Rules for Surface Water Withdrawal, Chapter 391-3-605	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
SWWP Interbasin Transfer	Annual	February 1	March 1	Director	Georgia EPD Rule 391-3-6-09 https://epd.georgia.gov/document/publication/annualtransferreport06162015xls/download	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
Water Loss Audit	Annual	January 1	March 1	Financial Operations Manager	EPA Rule 391-3-33 http://epd.georgia.gov/document/document/gawaterlossmanualpdf/download	Water.Audits@dnr.ga.gov	http://rules.sos.ga.gov/GAC/391-3-33
Water Loss Audit Rosemount Meter Calibrations and Production Meter Flow Verification	Annual	February 1	March 1	Plant Maintenance Manager	EPD Update Method 334.0 epd.georgia.gov/watershed-protection-branch/water-efficiency-and-water-loss-audits	Requested as part of Water Loss Audit	Plant Managers oversee calibration; reports kept at plant
Water Loss Control Program Progress Report	t Annual	December 19	January 19	Director	Requirement of SWWP Georgia Water Quality Control Act, Section 12-5-31, et seq Rules for Surface Water Withdrawal, Chapter 391-3-608	surface.water@dnr.ga.gov Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5962	
Water Conservation Plan	Decennial	Part of SWWP Renewal: 2030	October 15, 2030	Director	Rule 391-3-607 - Surface Water Withdrawals. Amended	Condition of SWWP	Required for SWWP renewal. Must be submitted as part of the permit application and a 5-year Conservation Progress Report is required 5 years after SWWP issuance on Oct. 15.
Water Conservation Progress Report	Other	N/A	5 Yrs after SWWP Issuance: October 15 , 2025	Director	Rule 391-3-607 - Surface Water Withdrawals. Amended	Condition of SWWP	Required for SWWP. Progress Report is submitted five years after SWWI issuance. Oct 15, 2025.
SWWP- Safe Yield Analysis	Decennial	Part of SWWP Renewal: 2030	October 15, 2030	Director	GA EPD SWWP Permits 4)a.1&2 https://epd.georgia.gov/forms-permits	Georgia EPD, Drinking Water Withdrawal ProgramEngineering and	Update every 5-8 years. Last completed in 2021.



SUBMITTAL NAME	REOCCURRENCE	INTERNAL DUE DATE	DUE DATE	RESPONSIBLE PARTY	COMPLIANCE INFORMATION	SUBMITTAL INFORMATION:	COMMENTS:
Consumer Confidence Report Delivered to EPD & Customers	Annual	CCR to Customer Support: 4/30 CCR to Customers & EPD June 1	July 1 Internal deadline to Customer Support: 4/30	Lab & Compliance Sp.	EPA The Consumer Confidence Report Rule 1996 http://epd.georgia.gov/document/document/ccr2002pdf/download	Email to epd.ccr@dnr.ga.gov GA EPD Consumer Confidence Report 2 MLK Jr. Drive, SE Suite 1362 Atlanta, GA 30334	Contract graphic designer and printer, use EPA CCR Writing Tool iWriter or Gemini Group (username: jspann@fayettecountyga.gov - password: Gemini1964). CCR must be completed by 4/30 to give Customer Support time for bill stuffing. Compliance deadline is July 1 for delivery to EPD & customers. Must complete 3 methods of delivery to customers. List of delivery methods found on CCR Certification Form.
Consumer Confidence Report Certification	Annual	June 1 when CCR copy is sent to EPD	Certification to EPD October 1	Lab & Compliance Sp.	EPA The Consumer Confidence Report Rule 1996 http://epd.georgia.gov/document/document/ccr2002pdf/download	Email to epd.ccr@dnr.ga.gov GA EPD Consumer Confidence Report 2 MLK Jr. Drive, SE Suite 1362 Atlanta, GA 30335	Best to submit to EPD at the same time CCR is submitted to EPD, July 1.
New Development Infrastructure Report (Water Line Extension Report)	Annual	January 1	July 1	Water System Engineer	Georgia Rules for Safe Drinking Water 391-3-504 Approval Required	Manny Patel - GA EPD Drinking Water Program 2 Martin Luther King Jr. Drive SE Suite 1152, East Tower	Rule 391-3-504 Approval Required (2) Imited Additions. Governmentally owned public water systems and water authorities and privately owned community water systems whose owners serves a combined population of greater than 10,000, with qualified staff and meeting operating criteria developed by the Division may, with prior approval from the Division, approve limited additions to the water system. These additions will be limited to water distribution lines to serve subdivisions, apartment complexes and shopping centers. The review of other additional types of water distribution system additions and/or extensions may be delegated to those water systems that have demonstrated the capability for such reviews. All delegations shall be by written agreement. Additions approve by the water system must be reported annually in a format prescribed by the Division. The report shall be due by July 1 of each year and describe additions approved in the previous calendar year.
Source Water Assessment Plan (SWAP)	Decennial	July 2029	January 1, 2030	Director	Georgia R&R 391-3-542 Source Water Assessment		SWAP made in part by MNGWPD.
Sanitary Survey	Triennial	Begin Preparation 3 Months Before	March 2025	Plant Managers	EPD 40 CFR 127 https://epd.georgia.gov/forms-permits/watershed-proctection	2 Martin Luther King Jr. Drive SE Suite 1456 East Tower Atlanta Ga 30334	
SARA Title III Tier II Reports	Annual	February 1	March 1	Plant Managers	EPA Section 312 of SARA Title III http://epd.georgia.gov/document/document/filing-information/download	Use online submittal program, E-Plan, to file data. Note: Check instructions each year.	
Underground Storage Tank (UST) Crosstown Registration	Annual	August 1	September 1	Plant Maintenance Manager	40 CFR PART 280 TECHNICAL STANDARDS & CORRECTIVE ACTION REQUIREMENTS FOR OWNERS AND OPERATORS OF USTS GA EPD Rule 391-3-15 UNDERGROUND STORAGE TANK MANAGEMENT	https://geos.epd.georgia.gov/GA/GEOS/Public UST REGISTRATION at epd.atr@dnr.ga.gov	Registration must be done by a UST Class A & B Operator. Certificate is saved and printed during registration and sent to Crosstown for posting
UST Monthly Inspection UST Monthly Walk-Through UST Monthly Leak Detection Monitoring	Monthly	Within the Month	Within the Month	Plant Maintenance Manager	41 CFR PART 280 TECHNICAL STANDARDS & CORRECTIVE ACTION REQUIREMENTS FOR OWNERS AND OPERATORS OF USTs GA EPD Rule 391-3-15 UNDERGROUND STORAGE TANK MANAGEMENT	https://geos.epd.georgia.gov/GA/GEOS/Public UST REGISTRATION at epd.atr@dnr.ga.gov	Monthly inspection and walk-through forms on N Drive in UST Folder. Veeder-Root will give a print out of Leak Detection Monitoring (pass or fail test)
UST Inspection by EPD	Triennial	Prep 1 Month Before	May 2026	Plant Maintenance Manager	42 CFR PART 280 TECHNICAL STANDARDS & CORRECTIVE ACTION REQUIREMENTS FOR OWNERS AND OPERATORS OF USTs GA EPD Rule 391-3-15 UNDERGROUND STORAGE TANK MANAGEMENT	https://geos.epd.georgia.gov/GA/GEOS/Public UST REGISTRATION at epd.atr@dnr.ga.gov	Must provide a copy of current Annual Tank Registration Certificate, the current Operator A,B,&C Certification, GUST fuel invoices (1 per quarter for 36 months), copy of the annual testing of Automatic Tank Gauge and probes, copies of the Monthly Monitoring (Release Detection) reports (1/month for last 36 months), copy of 3-year Overfill Functionality test and Spill Bucket Integrity test, copy of Annual Walkthrough Inspection check sheet since last inspection.
UST Automatic Guage Functionality Testing	Annual	Schedule by December 15	January	Plant Maintenance Manager	43 CFR PART 280 TECHNICAL STANDARDS & CORRECTIVE ACTION REQUIREMENTS FOR OWNERS AND OPERATORS OF USTs GA EPD Rule 391-3-15 UNDERGROUND STORAGE TANK MANAGEMENT		A list of certified testing companies can be found on EPD's website at https://epd.georgia.gov/ust-facility-owners
UST 3-Year Spill Bucket Integrity Testing & 3- Year Overfill Functionality Testing	Triennial	Schedule by December 15	January 2027	Plant Maintenance Manager	44 CFR PART 280 TECHNICAL STANDARDS & CORRECTIVE ACTION REQUIREMENTS FOR OWNERS AND OPERATORS OF USTs GA EPD Rule 391-3-15 UNDERGROUND STORAGE TANK MANAGEMENT		A list of certified testing companies can be found on EPD's website at https://epd.georgia.gov/ust-facility-owners
Plant Daily Maintenance Sheets	Annual	January 5	Reviewed during Sanitary Survey	Plant Maintenance Manager	40 CFR 141.723 Requirements to respond to significant deficiencies identified in sanitary surveys performed by EPA	Could be requested as part of or following Sanitary Survey	Could be requested as part of or following Sanitary Survey
Wholesale Production Flow Verification Testing City of Fayetteville	Annual	N/A	Annual (August October)	Utilities Asst Manager	AWWA Standards		
Lead and Copper Rule Service Line Inventory	As Required	October 1, 2024	October 16, 2024	Field Operations Manager	EPA Lead and Copper Rule 2020 https://www.epa.gov/dwreginfo/lead-and-copper-rule-implementation-tools	Georgia Environmental Protection Division Drinking Water Compliance Program Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	



SUBMITTAL NAME	REOCCURRENCE	INTERNAL DUE DATE	DUE DATE	RESPONSIBLE PARTY	COMPLIANCE INFORMATION	SUBMITTAL INFORMATION:	COMMENTS:
AWIA - Risk and Resilience Assessment	Quinquennial	7/31/25	Certification due 12/31/25	Finance Manager	EPA America's Water Infrastructure Act Section 2013 https://www.epa.gov/waterresilience/new-risk-assessment-and-emergency-response-plan-requirements-community-water-systems	Certified via EPA's Online Portal	Plan due 12/31/202. Certification of plan due 12/31/25
AWIA - Emergency Response Plan	Quinquennial	1/10/26	Certification due 6/21/26	Finance Manager	EPA America's Water Infrastructure Act Section 2013 https://www.epa.gov/waterresilience/new-risk-assessment-and-emergency-response-plan-requirements-community-water-systems	Certified via EPA's Online Registration Portal	Plan due 6/22/21. Certification of plan due 6/22/26.
Risk and Resilience Assessment Emergency Response Plan Review	Quinquennial	Begin Review 3 Months Before	5-year review	Finance Manager	EPA America's Water Infrastructure Act Section 2013 https://www.epa.gov/waterresilience/new-risk-assessment-and-emergency-response-plan-requirements-community-water-systems	Certified via EPA's Online Registration Portal	
Engineer-Led Dam Inspections	Biannual	N/A	B/t October 1 and March 31, 2024 Last completed 2022.	Plant Maintenance Manager	https://epd.georgia.gov/watershed-protection-branch/safe-dams-program		Inspected by EOR
Dam Inspections; Lakes Kedron, McIntosh, Horton	Quarterly	Within the Quarter	Quarterly inspections - 30-April	Field Operations Specialist	DNR Chapter 391-3-810 Georgia Safe Dams Act and Rules for Dam Safety.	2 Martin Luther King Drive, S.E., Suite 1362	Apr 1st to March 31st reports are due April 30th. All quarterly reports for the year should be mailed at one time. One Engineer inspection performed b/t Oct 1 and Mar 31 can be included in quarterly inspections.
Lead and Copper Report (90 th percentile)	Triennial 2025	N/A	Due to EPD Compliance Unit once all lab reports from EPD Lab reports are received	Lab & Compliance Sp.	EPA Safe Drinking Water Act https://www.epa.gov/dwreginfo/lead-and-copper-rule-implementation-tools	Georgia Environmental Protection Division Drinking Water Compliance Program Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	Lab Manager responsible for sample collection and 90 percentile report. Office Manager responsible for letters to customers. Director provides letter to DWP that customers were notified of results. NOTE: Utility no longer required to send report when Drinking Water Program receives data from EPD lab (DWP calculates 90th percentile)
Lead & Copper Consumer Notice Certification	Triennial 2025	N/A	Due to EPD Compliance Unit once all lab reports from EPD Lab reports are received	Lab & Compliance Sp.	EPA Safe Drinking Water Act https://www.epa.gov/dwreginfo/lead-and-copper-rule-implementation-tools	Georgia Environmental Protection Division Drinking Water Compliance Program Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5960	Once all lab reports are mailed to customers, the certification can be send to EPD.
Microbiological Lab Report	Monthly	Before 10th of the Month	10 th of each month	Lab & Compliance Sp.	EPD Safe Drinking Water and Total Coliform Rule http://epd.georgia.gov/document/publication/guide-gas-laboratory-certification-program-12- 2017pdf/download	Submitted online at ese.gadrinkingwater.net before 10th of the following month.	No longer required to generate report. Report has been replaced by online ESE submittal directly to EPD.
Monthly Operating Reports : Crosstown	Monthly	Before 10th of the Month	10 th of each month	Crosstown Plant Manager	EPD 40 CFR 141.31 https://epd.georgia.gov/document/publication/morforsurfacewatersourcesxls/download	https://www1.gadnr.org/dnr/MORs/	Operators input daily summary data. Plant Manager input data for additional reports after reviewing data. Plant Manager has user login for website.
Monthly Operating Reports : South Fayette	Monthly	Before 10th of the Month	10 th of each month	South Fayette Plant Manager	EPD 40 CFR 141.31 https://epd.georgia.gov/document/publication/morforsurfacewatersourcesxls/download	http://www1.gadnr.org/dnr/MORs/	Operators input daily summary data. Plant Manager input data for additional reports after reviewing data.
SWWP Monthly Surface Water Withdrawal Report	Monthly	Before 10th of the Month	10 th of each month (officially the 15 th)	South Fayette Plant Manager	EPD Surface Water Withdrawal Permit http://epd.georgia.gov/document/publication/surface-water-monthly-withdrawal-report-raw-water-intake-data-excel-format/download	Surface.Water@dnr.ga.gov	Plant Manager copies data from plant daily totals report to the withdrawal report, compares totals to the MOR totals.
Leak Protection Plan	Other	N/A	Other	Field Operations Manager	https://www.epa.gov/compliance/leak-detection-and-repair-best-practices-guide		
Radio Frequency Renewal w FCC	Decennial	Application due 3 Months Before Expiration	7/21/2033 Last completed 7/21/23.	Crosstown Plant Manager		File online with FCC's ULS Online Filing System	FCC Registration number 0008777773.
Public Service Commission	Other	N/A	30 days from incident	Field Operations Manager	GU FPA Safety	PSC Contact - Onterio Johnson - GUFPA Safety Investigator Georgia Public Service Commission 244 Washington St. Atlanta, Ga. 30334 Phone 404-463-6526 Website: http://gufpa.psc.state.ga.us/ username fayettectywater Login water!	
Risk Management Plan	Other	N/A	Crosstown: July 15, 2025 South Fayette: July 15, 2021	Facilities Specialist	EPA 61D (a) of the Public Health Act 2005 https://www.epa.gov/rmp	Certified via Online	
SWWP Stream Monitoring Report	Quarterly	Within the Quarter	March 1	Lab & Compliance Sp.	EPD Permit No.056-1102-09 Lake McIntosh Special Conditions https://epd.georgia.gov/forms-permits	Georgia EPD, Drinking Water Withdrawal Program Engineering and Permitting - Surface Water Unit Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	
Lab Certification	Triennial	Begin Preparation 2 Months Before	6/17/26 Last completed 6/17/23.	Lab & Compliance Sp.	EPD Safe Drinking Water and Total Coliform Rule http://epd.georgia.gov/document/publication/guide-gas-laboratory-certification-program-12- 2017pdf/download	Lynne Grubb 2 Martin L. King Dr SE Suite 1456 East Tower Atlanta, Ga 30334	
Unregulated Contaminants Monitoring Rule (UCMR)	Quinquennial	N/A	Current Cycle: 8/23 - 5/24	Lab & Compliance Sp.	40 CFR 141 Subpart E—Special Regulations, Including Monitoring 40 CFR 141.40 Monitoring requirements for unregulated contaminants.	UCMR data reported by contract lab on EPA's SIDWARS CDX website. Reviewed by Lab & Compliance Sp. in CDX. Then reviewed by EPD in CDX.	Lab & Compliance Sp. Responsible for coordinating monitoring with EPA- approved contract lab. After UCMR monitoring is complete, customers must be notified that UCMR data is available within a year - CCR can complete this requirement.

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SUBMITTAL NAME	REOCCURRENCE	INTERNAL DUE DATE	DUE DATE	RESPONSIBLE PARTY	COMPLIANCE INFORMATION	SUBMITTAL INFORMATION:	COMMENTS:
TOC Sampling	Monthly	N/A	10th of the Month	Lab & Compliance Sp.	SDWA Act Subpart L—Disinfectant Residuals, Disinfection Byproducts, and Disinfection Byproduct Precursors Monitoring requirements for disinfection byproduct precursors (DBPP) 40 CFR 141.132(d)		Lab takes samples and sends to the EPD laboratory. EPD provides TOC data. The Laboratory Manager maintains a spreadsheet of lab daily TOC readings and EPD TOC Readings for Plant Managers. EPD Lab: 5804 Peachtree Corners East, Norcross, Ga 30092
TTHM/HAA5 Quarterly Monitoring	Quarterly	N/A	10 th of month after the end of each quarter (April, July, October, January)	Lab & Compliance Sp.	EPD Stage 2: DB PR http://epd.georgia.gov/document/publication/finalidseguidancepdf/download	Georgia Environmental Protection Division Drinking Water Permitting & Engineering Program Suite 1362, East Floyd Tower 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334	Lab takes samples and sends to the EPD laboratory. EPD provides TTHM and HAA5 data and EPD calculates the Locational Running Annual Average (LRAA). Submit form if out of compliance. The Laboratory Manager maintains a spreadsheet to calculate the LRAA for our use. EPD Lab: 5804 Peachtree Corners East, Norcross, Ga 30092
Chlorite Monitoring	Monthly	10 th of each month	10 th of each month	Lab & Compliance Sp.	EPA Stage 1: DBPR http://epd.georgia.gov/document/publication/morforsurfacewatersourcesxls/download	PMs report chlorite results as part of MOR. Lab Manager emails chlorite lab report to EPD DBPs compliance inspector (as of 1/11/23 this is Leslie Lundeen)	Lab samples sent to contract lab. Contract Lab emails report to Lab Mgr. Lab Mgr. forwards report to plant managers. Plant managers include data in the MOR chlorite report.
Turbidity Meter Calibration Report	Quarterly	N/A	First month of each quarter January, April, July, October	Plant Managers	EPD 40 CFR Part 141, Subpart H	Requested as part of Sanitary Survey	Plant Managers oversee calibration; reports kept at plant
Purchased Water Report	Monthly	Before 10th of the Month	10th of each month	Lab & Compliance Sp.	Town of Brooks License to Operate	mdoatlanta.dor@dnr.ga.gov GA EPD Mountain District Office - Atlanta 4244 International Parkway, Suite 114	Billing Operations sends Brooks customer usage data to Lab Manager. Lab Manager emails to mdoatlanta.dor@dnr.ga.gov (Mountain District- Atlanta email that reaches all EPD inspectors and managers in that office)
Water Quality Parameters	Biweekly Biannual	N/A	May December	Lab & Compliance Sp.	40 CFR, Part 141.87 Monitoring Requirements for Water Quality Parameters	tamara.frank@dnr.ga.gov GA EPD Drinking Water Compliance Unit Suite 1162, East Floyd Tower 2 Martin Luther King Jr. Dr. Atlanta, GA 30334 (404) 651-6830	CT and SF are sampled biweekly. System sites are samples biannually. Reports are sent to Tamara Frank (tamara.frank@dnr.ga.gov)
Boil Water Advisory	As Required	N/A	As required	Field Operations	EPD Boil Water Advisory Guidance Manual	Submit to Margie Revels via Email to: margie.revels@dnr.ga.gov	
Daily Fluoride Averages Report	Monthly	Before 8th of the Month	8 th of month	Manager Lab & Compliance Sp.	O.C.G.A. 12-5-175 EPA Safe Drinking Water and Fluoride Monitoring Rule	dixianne.parker@dph.ga.gov Georgia Public Health Laboratory Scientific Services Unit-Fluoride Monitoring 1749 Clairmont Road, Decatur, Georgia 30033	Lab compiles daily fluoride readings for both plants and emails report to dixianne.parker@dph.ga.gov (DPH Fluoride Admin)
Water Fluoridation Split-Sample Report	Monthly	Before 8th of the Month	8 th of month	Lab & Compliance Sp.	O.C.G.A. 12-5-175 EPA Safe Drinking Water and Fluoride Monitoring Rule https://www.grwa.org/documents/forms/Blank-Split-Form-2020.jpg	Georgia Public Health Laboratory Scientific Services Unit-Fluoride Monitoring 1749 Clairmont Road, Decatur, Georgia 30033	Lab takes sample from finished water, lists reading on Split-Sample form and sends samples and form to State Lab. State Lab returns same form with their readings. We use EPD Lab readings which is used in CCR.
Nitrate/Nitrite Monitoring	Annual	N/A	Within the Year	Lab & Compliance Sp.	EPD GA Safe Drinking Water Act Rule 391-3-521 Inorganic Chemical Sampling and Analytical Requirements	Georgia Environmental Protection Division Drinking Water Permitting & Engineering Program Suite 1362, East Floyd Tower 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334	EPD sends sample kit to Lab once a year with sample date of between 1/1/YEAR - 12/31/YEAR. Lab takes samples and sends to the EPD laboratory. EPD provides data. EPD Lab: 5804 Peachtree Corners East, Norcross, Ga 30092.
IOC (Metals) Monitoring	Annual	N/A	Within the Year	Lab & Compliance Sp.	EPD GA Safe Drinking Water Act Rule 391-3-521 Inorganic Chemical Sampling and Analytical Requirements	Georgia Environmental Protection Division Drinking Water Permitting & Engineering Program Suite 1362, East Floyd Tower 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334	EPD notifies Lab when sampling is needed. Lab takes samples and sends to the EPD laboratory. EPD provides data. EPD Lab: 5804 Peachtree Corners East, Norcross, Ga 30092. Last reported in February 2020. Waiver was issued 1/1/2020 thru 12/31/2022.
SOC Monitoring	Annual	N/A	As Required	Lab & Compliance Sp.	EPD GA Safe Drinking Water Act Rule 391-3-521 Synthetic Organic Chemical Sampling and Analytical Requirements	Georgia Environmental Protection Division Drinking Water Permitting & Engineering Program Suite 1362, East Floyd Tower 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30335	EPD notifies Lab when sampling is needed. Lab takes samples and sends to the EPD laboratory. EPD provides data. EPD Lab: 5804 Peachtree Corners East, Norcross, Ga 30092. Waiver was issued 1/1/2020 thru 12/31/2022.
Radiological Monitoring	Novennial	N/A	2031. Last completed in 2022.	Lab & Compliance Sp.	Rule 391-3-527. Monitoring Frequency and Analytical Methods for Radioactivity in Community Wat Systems	Georgia Environmental Protection Division Drinking Water Compliance Program ter Compliance and Enforcement Unit, Suite 1362 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334 404-656-5961	Four-quarter composite sample from each permanent entry point. As required by EPD
VOC Monitoring	Annual	N/A	As Required	Lab & Compliance Sp.	40 CFR, Part 141.24 Organic chemicals, sampling and analytical requirements	Georgia Environmental Protection Division Drinking Water Permitting & Engineering Program Suite 1362, East Floyd Tower 2 Martin Luther King, Jr. Drive, SE Atlanta, Georgia 30334	EPD notifies Lab when sampling is needed. Lab takes samples and sends to the EPD laboratory. EPD provides data. EPD Lab: 5804 Peachtree Corners East, Norcross, Ga 30092. Last reported in November 2020.

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