

MINUTES OF BOARD MEETING: April 12, 2018
HENRY COUNTY WATER AUTHORITY

I. CALL TO ORDER/ATTENDANCE

A regular meeting of the Henry County Water Authority Board, duly advertised, was held on Thursday, April 12, 2018, at the Authority's Administrative offices located at 1695 Highway 20 West, McDonough, GA. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:00 a.m. The following members were present: James C. Carter, Jr., Harold Jenkins, Carlotta Harrell, Roslyn Williams and Warren Holder.

The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager
Tony Carnell, Deputy Manager
Kim Osborne, Clerk
Roderick Burch, CFO, Division Manager
Randy Crumbley, Manager of Engineering
Bill Banks, CIP Coordinator
Allan Branan, Inspections Supervisor
Andy Welch, Smith, Welch, Webb & White

II. VISITORS None

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for approval by the Board. There were no amendments, and motion was made by Mr. Jenkins and seconded by Mr. Holder to accept the Agenda as presented. The motion carried (5-0).

IV. REPORT OF ATTORNEY

Sale of Timber – Sunset Drive Timber Thinning (83 Acres)

Mr. Welch presented Resolution No. 2018-04 to authorize the execution of a timber sales contract for timber thinning on an 83 acre tract of property owned by the Authority on Sunset Drive. He advised that under the direction of James Murdock, Consulting Forester, an advertisement for bids was published and the responsive bids reviewed. It was Mr. Murdock's recommendation to accept the bid submitted by Piedmont Forestry, LLC. Mr. Farmer concurred with the recommendation. Mr. Carter opened the floor for discussion. A motion was then made by Mr. Jenkins and seconded by Mrs. Williams to adopt Resolution No. 2018-04 approving the sale of timber on Sunset Drive; and further authorizing the Chairman to execute the Timber Sales Contract with Piedmont Forestry, LLC. The motion carried (5-0).

V. REPORT OF GENERAL MANAGER

City of Locust Grove Service Area Agreement

Mr. Farmer advised that the City of Locust Grove has requested an amendment to the service agreement (also referred to as House Bill 489 agreement) with the Authority in order to add the Gardner farm to the City's service area. A meeting was held with Mr. Farmer, Mr. Welch, Mayor Price and Mr. Holder to discuss the request. It was noted that the Gardner Farm property gravity flows to the city's service area. Additionally, in order for the Authority to provide sewer service to this property a costly sewer line extension would be required. A presentation was provided by Mr. Carnell depicting the current service area along with the proposed change. Mr. Holder also pointed out that the Gardner property lies within the city limits of Locust Grove. He pointed out that the Authority will gain valuable service area on the west and east sides of Highway 42, and will not be giving up any water and sewer services north of the north line of the property. Mr. Farmer advised that this agreement is in the best interest of the Authority and recommended approval by the Board. After discussion, motion was made by Mr. Jenkins and seconded by Mr. Holder to authorize the Chairman and the Clerk to execute the Amendment to the Comprehensive Plan Agreement with the City of Locust Grove. The motion carried (5-0).

Presentation – Fairview/Tussahaw Pressure Zones (Randy Crumbley)

Mr. Crumbley gave a presentation concerning two new pressure zones that will go online in the Authority's system in the coming months. He reported that the Eastside/Tussahaw Pressure zone will affect approximately 12,000 customers on the east side of the county and is designed to allow for future expansion of the Tussahaw Water Treatment facility. The Fairview/North Henry Pressure zone will affect approximately 2,500 customers and is designed to remove the Authority from dependence upon DeKalb County's water supply to serve this area.

Construction Update – Airport Sewer Project Phase II (Alan Branan)

Mr. Branan reported concerning the status of the construction of Phase II of the Airport Sewer Project. He advised that the project consists of installing 3400' of 8" line and that the contract provides for a 90-day completion on the project. Currently, the contractor is completing the installation of the last manhole. He reported that no rock has been encountered to date, and it appears the project will be completed on time. Testing of the line will begin in the coming week. Mr. Branan reported that no funds have been taken from contingency at this time. It appears that there will be a short-fall in the project construction budget of approximately \$12,000.

Recommendation to Surplus Vehicles/Equipment (Roderick Burch)

Mr. Burch presented a list of vehicles and equipment recommended for surplus due to age and over-all condition. The items will be listed for sale on Govdeals.com. Motion was made by Mrs. Harrell and seconded by Mr. Jenkins to approve the listing of equipment/vehicles for surplus. The motion carried (5-0).

VI. PROJECTS AND ADJUSTMENTS

The following projects were reported to be within Authority policy by Mr. Farmer, and recommended for Board approval. There were no budget adjustments.

New Projects/Developer Projects:

EXT3610 Crossroads Valley Water Line Replacement
EXT3613 230 Laney Drive WL Ext.
MTRUPG3487H Route 401 Iperl Meter Replacement
MTRUPG3487J Route 402 Iperl Meter Replacement
DEV2130 La-Z-Boy

Motion was made by Mr. Jenkins and seconded by Mrs. Williams to approve the projects as presented. The motion carried (5-0).

VII. APPROVAL OF MINUTES – March 8, 2018 Regular Board Meeting

The minutes of the March 8, 2018 regular meeting of the Board were approved on motion made by Mrs. Harrell and seconded by Mr. Jenkins. The motion carried (5-0).

VIII. NEW BUSINESS

Discussion of Agenda for May Work Session

Mr. Carter reviewed proposed discussion topics for the Board’s May planning session. Topics suggested were as follows: HCWA Capital Improvement Plan, FY 19 Budget Review, Review of Policies/Procedures, Succession Planning and Review of the Board Self-Assessment Process.

Board Self-Assessment

Mr. Carter advised that Ms. Cooper has distributed the Board self-assessment instrument which must be completed and returned to her by April 20th. The results will be discussed at the Board’s May planning session. He encouraged members to submit the completed instrument by the due date.

IX. EXECUTIVE SESSION NONE

X. ADJOURNMENT

Motion was made by Mrs. Harrell and seconded by Mrs. Williams to adjourn the meeting at 9:12 a.m. The motion carried unanimously (5-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk