



Henry County Water Authority

MINUTES

BOARD MEETING

December 14, 2023 – 8:30 a.m.

A meeting of the Henry County Water Authority Board, duly advertised, was held on Thursday, December 14, 2023, at the Authority's Administrative offices (Engineering Building) located at 100 Westridge Industrial Blvd., McDonough, GA. The following Board members were present: Jimmy Carter, Chair; Sandra Rozier, Vice Chair; Myra Lott, Secretary/Treasurer; Bruce B. Holmes, Member; Warren Holder, Member; Fred Mays, Member-At-Large

HCWA Attendance: Administration - Tony V. Carnell, General Manager; Karen Lake-Thompson, Clerk; Dave Peterson, CFO. Directors: Tamara Woodie, Human Resources, Dan Newcombe, IT, Tara Brown, Strategic Planning. Division Managers: Pat Hembree, Scott Sage, Allen Rape. Staff: Allen Brannan, Travis Jackson, Jeremy Newell, Akilah Herring and Brandon Dubbs

Counsel: Andrew Welch, III (Smith, Welch, Webb & White, LLC)

Visitors: Requel Evans, Mikayla Clark and Montina Young-Frasier

- **CALL TO ORDER/WELCOME VISITORS**

Mr. Carter called the meeting to order at 8:31AM and welcomed all in attendance.

- **INVOCATION**

Mr. Carter introduced Pastor Karea Evans of Community United Pentecostal Church (McDonough, GA) who gave the invocation.

- **ACCEPTANCE OF AGENDA**

Mr. Carter stated Resolution 2023-23: Authorizing HCWA to Accept the Proposal from J.C. Carter Family Farm, LLC for Purchase of HCWA Surplus Property, will be removed from the agenda and is currently before the Henry County Board of Ethics for review. Mr. Welch stated the Board of Ethics will complete review and provide a response by the first of the year (2024). Motion was made by Mrs. Rozier and seconded by Mr. Holder to accept the agenda as noted. The motion carried (6/0).

- **PUBLIC COMMENT** None

- **REPORT OF ATTORNEY**

Resolution (2023-20): Authorizing HCWA to accept offer from GDOT to Adjust Sewer Facilities along Western Parallel Connector from Hudson Bridge Road to Jonesboro Road.

Mr. Welch provided an overview of the resolution and Mr. Sage showed the location and timelines. There being no further discussion, motion was made by Mrs. Rozier and seconded by Mr. Holmes to approve Resolution 2023-20 as presented. The motion carried (6/0).

Resolution (2023-21): Authorizing HCWA to Execute Memorandum of Understanding (MOU) with City of Locust Grove for Sharing Radio Coverage on Water Tower

Mr. Welch disclosed that he represents both HCWA and the City of Locust Grove (COLG). Mr. Welch explained the MOU between HCWA and COLG sharing a base station radio coverage on the water tower located in Locust Grove. The base stations use the same FCC radio frequency for reading water meters, however HCWA and COLG are assigned separate utility codes that are private and can be read by only each individual utility.

There being no further discussion, motion was made by Mr. Holder and seconded by Mr. Mays to approve Resolution 2023-21 as presented. The motion carried (6/0).

Resolution (2023-22): Authorizing HCWA to execute Deed of Conservation Easement between Southern Conservation Trust, Inc., and HCWA regarding the Mitigation Bank at Rum Creek

Mr. Welch stated this has been an ongoing process since August 2023 and he's been working with HCWA staff and US Army Corps of Engineers (USACE) to get this finalized. Mr. Welch also explained how HCWA established its mitigation bank and how the mitigation credits are utilized. He stated that the purpose of the conservation easement being placed on the property is due to County SPLOST Rock Quarry Road widening project encroachment into the mitigation bank, which has Restrictive Covenants. The USACE now requires conservation easements with trusts (the trust is the arm that polices the property) be placed on properties once a property with Restrictive Covenants is impacted. Mr. Welch also shared that the final modification of the Restrictive Covenant will have to come back before the Board for modification once the USACE accepts the Conservation Easement.

There being no further discussion, motion was made by Mrs. Lott and seconded by Mrs. Rozier to approve Resolution 2023-22 as presented. The motion carried (6/0).

• **REPORT OF GENERAL MANAGER**

Recommendation for Renewal - 2024 ALC Water line Installation

Messrs. Sage and Brannan addressed the Board concerning the renewal of the annual labor contract (ALC) for the water line installation/replacement based on staff recommendations. The 2023 Water Line contract states the ALC can be extended through 2024 provided that both parties agree and there are no changes in the unit prices. In addition, Professional Pipeline, LLC., have great quality crews that are reliable as well as the benefit of having emergency crews available.

Mrs. Rozier inquired about the bid process. Mr. Sage replied that it has been a challenge getting qualified bidders interested in most of our projects. One of the challenges for potential contractors wanting to bid the ALC is the ability of having three (3) crews available for emergency-calls and the Authority has made every effort in the past to solicit bidders for these types of contracts with little success.

Motion was made by Mr. Holder and seconded by Mr. Mays to renew the 2023 ALC Water Line Installation contract with Professional Pipeline, LLC., through 2024 as presented. The motion carried (6/0).

Recommendation for Approval – Board Room & Meeting Room Renovations

Mrs. Brown provided an update to the Board regarding the recommendation for approval of the Administration Board Room and Meeting Room renovations. Mrs. Brown showed the conceptual plans of the proposed demolition, design, and construction of the Board & Meeting Rooms and stated the contract would be a Design-Build project, which would be the first for the Authority. The solicitation was advertised on BidNet

Direct. Five (5) contractors obtained information and only two (2) contractors, APEX and C&W Contracting submitted proposals. Staff's recommendation was to award the contract to C&W Contracting. The final recommendation was based on C&W Contracting having more experience in the design/build model, which allows for projects to move much faster saving money and time. Mrs. Brown also stated the budget is set for \$425K + 15% contingency (estimated total \$490K) and staff will likely have to come back before the Board to modify the budget at a later phase of the project, once final design finishes and technology has been selected.

Motion was made by Mr. Mays and seconded by Mr. Holder for the approval of the Board Room and Meeting Room Design Build as presented. The motion carried (6/0).

Staff Update on Tax Allocation District for The Grove (Talmadge Development)

Mr. Carnell shared the findings of staff of the proposed TAD Redevelopment Plan received from the County on November 2, 2023. HCWA staff and attorney thoroughly reviewed the TAD and highlighted five (5) areas of concern as follows:

1. TAD plan depicts 7,160 residential units and 2,090,000SF retail/commercial space; whereas, the Feasibility Study depicts 6,346 residential units and 1,520,000 SF retail commercial space.
2. Development projected total estimated value at \$4Billion, whereas HCWA staff anticipates significant loss of residential/commercial units based on environmental regulations.
3. HCWA anticipates system improvements to exceed over half of the projected TAD plan of \$334Million.
4. HCWA system improvements funding is substantially underestimated.
5. The property is currently undeveloped and may not meet criteria of being re-developed.

Mr. Carnell also stated that an executive summary detailing staff findings/concerns of the proposed TAD will go out to the County Manager within a week or so, following a meeting with GEOSAM to share HCWA findings. Mr. Carnell also noted that HCWA's feasibility study is scheduled to be completed near the end of February 2024, beginning of March 2024.

Status of Projects per ARPA Subrecipient Agreement with the County

Mr. Carnell stated that a letter was sent to the County Manager on December 5 regarding the update on ARPA (American Rescue Plan Act) funding with detailed descriptions of each project for the purpose of sharing with the Commissioners. Mentioned in the letter was a suggestion that any unused funds could still be used towards the Walnut Creek Reclamation project.

Proposed 2024 BOARD Meeting Calendar

Mr. Carnell presented the proposed 2024 Board meeting calendar for discussion and consideration by the Board. Mr. Carter shared that the Board calendar is usually voted on in January, if we're expecting new members, however seeing the Board will remain the same, he stated it was fine for them to vote on approving the 2024 calendar.

There being no further discussion, motion to approve the 2024 Board Meeting calendar with meetings taking place the 2nd Thursdays of each month, with the exception of May, which will be the 3rd Thursday of the month was made by Mrs. Rozier and seconded by Mr. Holder. The motion carried (6/0).

Announcements

Mrs. Woodie introduced HCWA Leadership Academy members Akilah Herring, who was recently promoted to Customer Service Team Lead and Brandon Dubbs, Water Plant Operator.

Mr. Carnell also highlighted some of the positive feedback and appreciation received from customers and Henry County residents who participated in the Youth Hunts and Veterans Hunt over the last month.

Mr. Carnell also shared the annual Employee Holiday Luncheon would be taking place later today, December 14th at 11:30AM. He also stated that HCWA offices will be closed for Christmas, December 22nd and 25th, as well as for the New Year December 29th & January 1st. HCWA Winter Fishing dates were also announced for December 8 -10, 2023; January 12-14, 2024 and February 9-11, 2024.

Mr. Mays commended staff on being able to accommodate a veteran in a wheelchair at the recent Veterans Hunt. He also stated it was a great event and a good time was had by all.

• **PROJECTS and ADJUSTMENTS**

Mr. Sage addressed the Board regarding the new projects, showing map locations for each project.

- New Projects: EXT1985A 700 South Antioch Road Water Line Ext
EXT2901B Flat Rock Road Waterline Upgrade
EXT3363A I&I Detection Walnut Creek Basin ssMH-2987 to ssMH-5994
EXT3053A Hwy 19/41 Waterline Extension Design
EXT3902 Wynn Drive @ Fears Drive Master Meter
EXT3905 Hampton LG RD/SR 20 Master Meter

There being no further discussion, motion was made by Mr. Holder and seconded by Mr. Mays to approve the new projects as presented. The motion carried (6/0).

- Developer Projects: DEV3553 Jodeco Road B Phase 2
DEV3655 Starbucks
DEV3841 Oak Grove Vista
DEV3896 East Lake @ Springdale C-store

Mr. Sage addressed the Board regarding the developer projects and showed map locations for each developer project. There being no further discussion, motion was made by Mrs. Rozier and seconded by Mr. Mays to approve the new projects as presented. The motion carried (6/0).

- Budget Adjustment: SPLOST3800A Rock Quarry Road Professional SE
SPLOST3765 Bridges Road @ Willow Lane
EXT3856 Willow Lane AC Pipe Replacement

Mr. Sage addressed the Board regarding the budget adjustments. There being no further discussion, motion was made by Mr. Holder and seconded by Mrs. Lott to approve the budget adjustments as presented. The motion carried (6/0).

• **APPROVAL OF MINUTES**

Motion was made by Mrs. Rozier and seconded by Mrs. Lott to approve the November 9, 2023 Regular Session Meeting minutes. The motion carried (6/0).

Motion was made by Mr. Holder and seconded by Mr. Mays to approve the November 9, 2023 Executive Session Meeting minutes. The motion carried (6/0).

The Board took a recess @ 9:41AM and reconvened at 9:47AM.
Mr. Holder left the meeting during the recess @ 9:45AM.

- **EXECUTIVE SESSION** (*An Executive Session may be held in pursuant to O.C.G.A. §50-14-2*)

Motion was made by Mr. Holmes and seconded by Mr. Mays to enter into Executive Session at 9:48AM in order to consult with the attorney for litigation matters. The motion carried (5/0/1).

Motion to end the Executive Session and return to Regular Session was made by Mr. Mays and seconded by Mr. Holmes at 10:19AM. The motion carried (5/0/1)

Upon return to Regular Session, motion was made by Mrs. Rozier and seconded by Mrs. Lott to readopt Resolution 2023-23: Authorizing Acquisition of Certain Easement Areas and Rights – Garcia Property 330 Nail Drive and Resolution 2023-24: Authorizing Acquisition of Certain Easement Areas and Rights – Brake Property 641 Hwy 81 W. The motion carried (5/0/1)

OTHER BUSINESS

General Manager Evaluation Finalization/Debrief

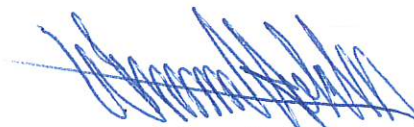
Mrs. Woodie opened up the floor to the Board members for discussion and feedback regarding improvements/changes to the General Manager's evaluation process. Board members commented that the evaluation process was very thorough and transparent. Discussion also centered around possible 360 evaluation with Division Managers and staff, it was determined that it was not necessary and the Board is confident that the current evaluation process is effective.

Mr. Carnell stated that the 2024 General Manager focus areas will be presented to the Board at the February 8, 2024 meeting, which are based from the Effective Utility Management (EUM) team goals derived from employees.

There being no further discussion, Mrs. Woodie asked each Board member to review and sign the General Manager's evaluation.

- **ADJOURNMENT**

Motion was made by Mr. Holmes and seconded by Mr. Mays to adjourn the meeting at 10:36AM. The motion carried (5/0/1).


, Chairman
WARREN HOLLOCK

Karen Lake-Thompson, Clerk