



## Henry County Water Authority

### MINUTES

#### BOARD MEETING

January 12, 2023 – 8:30 a.m.

#### 1. CALL TO ORDER

A meeting of the Henry County Water Authority Board, duly advertised, was held on Thursday, January 12, 2023, at the Authority's Administrative offices located at 1695 Highway 20 West, McDonough, GA. Mrs. Sandra Rozier acting Vice Chair, called the meeting to order at 8:30 a.m. The following Board members were present: Fred Mays, Warren Holder, James C. Carter, Jr., Sandra Rozier, Myra Lott and Bruce Holmes.

Authority staff: Tony Carnell, General Manager; Kim Osborne, Clerk; Karen Lake-Thompson, Deputy Clerk; Roderick Burch, CFO; Dave Peterson, Finance Manager; Travis Jackson, Strategic Coordinator; Tamara Woodie, HR Manager. Division Managers - Scott Sage, Pat Hembree, Allen Rape; Department Managers: Dan Newcombe, IT Manager; Tara Brown, Sewer Maintenance Manager; Jeff Allen, Purchasing Manager.

Public Relations: Chris Wood, PhD, JWA

Counsel: Andy Welch - Smith, Welch, Webb & White

#### 2. WELCOME VISITORS

Mrs. Rozier gave opening remarks and welcomed all visitors.

#### 3. INVOCATION

Mr. Carnell introduced Pastor McBride with Tabernacle of Praise who gave the invocation.

#### 4. ACCEPTANCE OF AGENDA

Mr. Holder motioned for the acceptance of the agenda and it was seconded by Mr. Carter. The motion carried (6/0).

#### 5. OLD BUSINESS

##### November 10, 2022, Executive Session Minutes

Motion to approve November 10, 2022 Executive Session minutes was made by Mr. Holder and seconded by Mr. Mays. The motion carried (4/0). Note: Old Business vote by previous Board

##### December 8, 2022 Regular Meeting & Executive Session

Motion to approve December 8, 2022 Regular Meeting & Executive Session minutes was made by Mr. Holder and seconded by Mr. Carter. The motion carried (4/0). Note: Old Business vote by previous Board

#### 6. SPECIAL PRESENTATIONS

Mrs. Rozier presented service awards to past Board members Ms. Cletonya LaGrand and Mrs. Siddiqa Gibson for their dedication to the Authority as past Board Chair and Secretary/Treasurer.

Mr. Carter presented Kim Osborne with an award for her 26 years of dedicated service to the Authority and Board as Clerk. Mr. Carnell presented Mr. Burch with a service award for 22 years of dedicated service as the Chief Financial Officer to the Authority.

**7. ADMINISTRATION OF OATHS OF OFFICE TO MEMBERS OF THE BOARD**

Honorable Holly Veal, Henry Court Superior Judge administered Oaths of Office to the Board as follows: Jimmy Carter, Myra Lott, Warren Holder, Sandra Rozier, Bruce B. Holmes and Fred Mays. New Board appointments were noted – Bruce B. Holmes was appointed by District 2 Commissioner Dee Clemmons; and Myra Lott was appointed by District 5 Commissioner Kevin J. Lewis.

**8. ELECTION OF OFFICERS**

Mr. Andy Welch explained the process of nominating candidates and facilitated the election of the slate of officers for 2023 as follows:

Chairman:

Mr. Holder nominated Mr. Carter to serve as the Authority's Chairman and Mrs. Rozier nominated Mr. Holmes to serve as Chairman. The vote was made by a show of hands and it was tied 3/3. The second vote was made and it was tied again, 3/3. Mr. Holmes withdrew his nomination and the Board voted unanimously for Mr. Carter to serve as the Chairman. The motion carried (6/0).

Vice-Chair:

Mr. Holmes nominated Mrs. Rozier and Mr. Carter nominated Mr. Holder to serve as Vice-Chair. The Board voted by show of hands and it was tied 3/3. There was a second vote for the same nominees and it tied again, 3/3. Mr. Holder withdrew his nomination and the Board voted unanimously for Mrs. Rozier to serve as Vice-Chair, 6/0. The motion carried (6/0).

Secretary/Treasurer:

Mrs. Rozier nominated Mrs. Lott to serve as Secretary/Treasurer. Mr. Holder nominated Mrs. Rozier, however Mrs. Rozier declined. The Board voted unanimously for Mrs. Lott to serve as Secretary/Treasurer, 6/0. The motion carried (6/0).

**9. APPOINTMENT OF CLERK/OPEN RECORDS OFFICER(S) FOR THE AUTHORITY**

Mr. Andy Welch explained the duties of the clerk and opens records officer to the Board.

Mr. Holder nominated Ms. Karen Lake-Thompson to serve as the Authority's Clerk. There were no further nominations and a motion was made by Mr. Holder and seconded by Mrs. Rozier to confirm her nomination. The motion carried 6/0.

Resolution 2023-01 to appoint Ms. Lake-Thompson as Open Records Officer and Mr. Carnell as Alternate Open Records Officer was made by Mr. Holder and seconded by Mrs. Rozier. The motion carried 6/0.

**10. REPORT OF ATTORNEY** There was no report.

**11. REPORT OF GENERAL MANAGER**

Inclement Weather – System Update

Mr. Carnell provided the Board with a six (6) page report with graphs and pictures, detailing the events that occurred December 23 to December 25, when temperatures were below freezing. Henry County Water Authority (HCWA), along with several other water utilities throughout the metro Atlanta region experienced multiple challenges as a result of below freezing temperatures. Mr. Carnell reported that the extreme frigid temperatures caused massive customer side leaks throughout the County. The excessive (residential and commercial) leaks in

the system caused water supply levels to drop to concerning levels, which resulted in HCWA implementing emergency measures which included an “all hands-on deck” approach resulting in staff working after midnight, Advanced Metering Infrastructure (AMI) evaluating meter data, Customer Service deploying “robo” calls informing customers of potential leaks, and three (3) emergency staff meetings. In the end, HCWA was able to avert a crisis and also able to assist Butts County with an emergency supply of water.

Mr. Hembree also reported that system demand had gone up to 35 MGD (which is twice the amount of normal demand). In addition, he stated that, had we lost pressure we would’ve probably had to send out a boil water notice. Mr. Sage also reported the Engineering team efforts to assist, such as performing water modeling and looking for low pressure zones throughout the system.

Mr. Rape reported 10 employees were deployed on Christmas morning looking for leaks (61 leaks were identified using smart meters). In total, there were 345 leaks found over the 2-day period (not including all of the leaks found by customers). Staff worked all throughout the night. Customer Service representatives received over 573 calls just during that time frame. There were 36 staff members working over the 3-day period. There were 407 robo-calls activated for customers who had above normal water usage.

Mrs. Rozier thanked Authority staff for going above and beyond with their service to our customers. She also shared that a neighbor of hers received a call from the Authority informing them of a leak, they didn’t know they had. Mrs. Rozier also asked what was HCWA doing for those customers that had leaks. Mr. Rape responded that the Authority has a very liberal leak credit policy. Mr. Carnell also commented that he was contacted and interviewed by two (2) local Atlanta news outlets regarding our leak discount policy and he also referred them to our website for complete documentation regarding our leak discount policy. Mr. Holder also commended Authority staff on a job well done. Mr. Mays stated that the Authority’s success is a testament of preparation over the years.

#### Board Orientation/Facilities Tour (January 27, 2023)

Mr. Carnell reminded Board members of the upcoming facility tour.

#### Public Relations Report – Chris Wood, PhD, JWA

Dr. Chris Wood presented a media relations report concerning newsworthy events and activities. He discussed recent news media releases such as HCWA Cares (an annual internal employee charitable giving program focused on local charities), Hunting Season, and Pipe Winterization Tips. Dr. Wood also reported the upcoming HCWA Currents Newsletter will feature articles focusing on Black History and Women’s History Month.

#### Announcements

Mr. Carnell announced upcoming employee retirements. Mr. Carnell also shared the upcoming Henry County Chamber of Commerce Awards Banquet being held on February 10, 2023. Mr. Carnell also stated the Metropolitan North GA Water Planning District (Metro District) will be meeting here at HCWA on January 18, 2023. The upcoming meeting ensures that communities (Clayton, Henry and Rockdale Counties) are aware of recent updates to the Metro District’s Plan.

## **12. PROJECTS and ADJUSTMENTS**

Mr. Sage addressed the Board concerning the following projects which were presented for Board approval.

New Projects:	EXT2934A	88 Oakland Rd WL Ext
	EXT3827	Fairview Road PVC Water Line Replacement
	SPLOST2647D	Fairview Road Water Line Relocation Project
	SPLOST3785	Racetrack Rd @ Iris Lake Road

Developer Projects:	DEV3839	Bowers Farm
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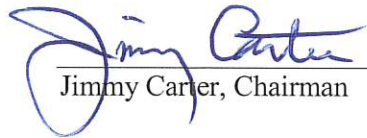
Motion was made by Mrs. Rozier and seconded by Mr. Mays to approve the New Projects and Developer Project as presented. The motion carried (6/0).

13. **EXECUTIVE SESSION**

*(An executive session may be held pursuant to O.C.G.A. §50-14-2)*

14. **ADJOURNMENT**

Motion was made by Mr. Holder and seconded by Mrs. Rozier to adjourn the meeting at 9:57am. The motion carried (6/0).



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Jimmy Carter, Chairman

Karen Lake-Thompson, Clerk