

MINUTES OF BOARD MEETING: December 9, 2020
HENRY COUNTY WATER AUTHORITY

I. CALL TO ORDER/ATTENDANCE:

A meeting of the Henry County Water Authority Board, duly advertised, was held on Wednesday, December 9, 2020, in the Engineering Conference Room of the Authority's Administrative campus located at 100 Westridge Industrial Blvd., McDonough, GA. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:04 a.m. The following members were present: James C. Carter, Jr., Warren Holder, Cletonya Stidom, Carlotta Harrell and Zuvena Poole. The following Authority staff and consultants were present:

Authority Staff: Lindy D. Farmer, Jr., Tony Carnell, Kim Osborne, Roderick Burch, Jeff Allen, Pat Hembree, Scott Harrison, Scott Sage, Alan Branan, Allen Rape, Dan Newcombe, Bill Banks
Legal Counsel: Andy Welch, Smith, Welch, Webb & White
Consultants: Phyllis Douglas and Joy Walker

II. VISITORS: Siddiqa Gibson, Sandra Rozier

III. ACCEPTANCE OF AGENDA:

Mr. Carter presented the Agenda for acceptance by the Board. He noted that a discussion item has been removed under Report of Attorney concerning discussion of a Norfolk Southern Railroad easement. Motion was made by Mr. Holder and seconded by Ms. Stidom to accept the Amended Agenda as presented. The motion carried (5/0).

IV. REPORT OF ATTORNEY:

Mr. Welch reported concerning the status of the Series 2020 bond refinancing. He noted that it is the Authority's desire to retire its 2010 bonds by refinancing at a lower rate, saving the Authority 2.5 to 2.8 million dollars over a 6 – 7 year period. He stated that in order for the Authority to move forward with the financing the Board of Commissioners must adopt a resolution to reaffirm the collection of the 2 mil tax. He advised that the Board of Commissioners considered the matter at its meeting on December 1st, however, the resolution was not approved. Mr. Welch stated that without the resolution the Authority cannot issue the 2020 refunding bonds. He stated that further discussion has been held with the Board of Commissioners and issues were raised concerning the Authority's CIP plan. Members of the Board of Commissioners want to make sure projects in their respective districts are supported by the Authority's CIP plan. Following this discussion, Mr. Farmer directed that a resolution be prepared for approval and adoption by the Authority's Board committing the Authority to designate one-half of the savings which will be realized from the 2020 bond refinancing to be spent on debt reduction; and the remaining one-half of those savings to be designated for system improvements in each of the 5 commission districts. Mr. Welch has prepared the resolution and Mr. Farmer asked that the Authority's Board consider approval. He noted that CIP's are important to members of the Board of Commissioners and he recommended the Board take action to adopt the resolution. Mr. Welch stated that the resolution reflects both the Authority's commitment to meeting the needs in each Commissioner's district, as well as to realize bond

savings which benefits the ratepayers of Henry County. Mr. Welch advised that if the Authority's Board approves this resolution it will be sent to the Board of Commissioners along with a request that the matter be placed on their next agenda for consideration. He stated that if the Commissioners do not approve, the bond hearing can be rescheduled for January, however, market conditions and savings become less certain. However, if the Commissioners do adopt the resolution, the bonds can be placed out to market, and validated at the December hearing.

Mr. Carter opened the floor for further discussion. It was Mr. Holder's feeling that the resolution is fair and the funds saved will be equally split within the districts, as well as pay off debt. He stated he hopes the Board of Commissioners will look favorably upon this. Mr. Carter pointed out the need for greater communication with the Board of Commissioners, and we will continue to work on that. Mrs. Harrell agreed that the Authority needs to have direction from the Board of Commissioners concerning needs in each district and what can be done to make the county successful. Mr. Farmer pointed out that the Authority's CIP was reviewed with the Board of Commissioners last year and feels the Authority needs to be a stakeholder along with the county. Ms. Stidom agreed and emphasized that the Authority's Board members must speak with their respective commissioners about the Authority's plans, as some are not aware. She suggested revising the resolution in order to include provisions for economically significant projects, such as the future western parallel connector. It was Mr. Holder's opinion that the Authority's Board should make the decision of what is deemed an economically significant project. Mr. Welch noted that one's idea of economic development might differ from another's opinion. Mr. Carnell also noted that although some CIP projects might not be done in certain districts, once those CIP projects are completed they improve the water and sewer system as a whole and these improvements benefit all districts throughout the county.

Mr. Carter requested any final discussion/comments. There being none, motion was made by Mr. Holder and seconded by Mrs. Harrell to adopt Resolution No. 2020-10 as presented by Mr. Welch. The motion carried with Mr. Carter, Mr. Holder, Mrs. Harrell and Ms. Poole voting in favor. Ms. Stidom voted no. The motion carried (4/1).

V. **REPORT OF GENERAL MANAGER:**

DBE Presentation

Mr. Jeff Allen, Purchasing Agent, introduced Mrs. Phyllis Douglas, Esq. who made a presentation to the Authority's Board concerning her work on the Authority's DBE Purchasing Policy.

Surplus Assets

Mr. Allen reviewed a list of Authority assets which have been recommended for surplus. Motion was made by Mr. Holder and seconded by Ms. Poole to approve the items for surplus as presented. The motion carried (5/0).

Recommendation of Award of Annual Labor Contract – Water Line Replacement

Mr. Alan Branan presented bids received for the Authority’s annual labor contract for water line replacement. He advised that the Engineering Department placed an advertised for bids with the Georgia State Procurement Registry which ran for 30 days. He stated seven contractors picked up bid packets and that five contractors submitted bids. He advised that all bid packets were thoroughly reviewed and reference checks were conducted. It was the recommendation of staff that the contract be awarded to Professional Pipeline LLC in the amount of \$1,386,562. Mr. Carter opened the floor for questions. A motion was then made by Mr. Holder and seconded by Mrs. Harrell to award the contract to Professional Pipeline LLC as recommended by staff. The motion carried 5/0.

Recommendation to Renew Annual Labor Contract for Water Meter Replacement

Mr. Branan addressed the Board to recommend renewal of the Authority’s current annual labor contract with United Grading & Excavating for water meter replacements. He noted that under the provisions of the current agreement the Authority may elect to renew the contract for an additional one year period through 2021 provided the terms and pricing of the contract remain unchanged. Mr. Branan advised that United Grading & Excavating has agreed to a renewal with no change in the terms or pricing contained in the 2020 contract. Therefore, he recommended the Board take action to approve a one-year renewal of said contract. Motion was made by Mrs. Harrell and seconded by Ms. Poole to approve the extension of the contract with United Grading & Excavating for an additional one-year period through 2021. The motion carried 5/0.

VI. PROJECTS AND ADJUSTMENTS:

The following projects were presented, noted to be in compliance with Authority policy and recommended for approval by the Board.

New Projects by Authority:	EXT3719	SCADA Improvement Project
	EXT3720	Sewer Flow Monitoring Program
Developer Projects:	DEV3704	Everleigh Subdivision
	DEV3710	Iris Lake Water Line Ext.
Budget Adjustments:	None	

Motion was made by Ms. Poole and seconded by Mrs. Harrell to approve the projects as presented. The motion carried unanimously (5/0).

VII. APPROVAL OF MINUTES: November 12, 2020 Regular Meeting

The minutes of the November 12, 2020 Regular Meeting and Executive Session of the Board were approved on motion made by Ms. Poole and seconded by Mr. Holder. The motion carried (5-0).

VIII. OTHER BUSINESS:

Ms. Cooper facilitated discussion to finalize the General Manager's evaluation and Mr. Farmer reviewed his focus areas for 2021.

Discussion was held concerning setting the Board's January, 2021 meeting date. A motion was made by Mr. Holder and seconded by Ms. Stidom that the Board meeting be scheduled on Thursday, January 14, 2021 at 8:00 a.m. The motion carried unanimously 5/0.

IX. EXECUTIVE SESSION:

Mr. Carter announced that an Executive Session will be required for the purpose of discussing potential litigation. Prior to entering into Executive Session, the Board took a brief recess at 10:21 a.m.

A motion was then made by Ms. Stidom and seconded by Mr. Holder to enter into Executive Session at 10:32 a.m. The motion carried 5/0 and the Board entered into Executive Session.

At 10:43 a.m. a motion was made by Ms. Poole and seconded by Mrs. Harrell to return to Open Session. The motion carried 5/0.

X. ADJOURNMENT:

Motion was made by Mrs. Harrell and seconded by Ms. Poole to authorize the Chairman to execute the Affidavit concerning Executive Session matters and to adjourn the meeting at 10:43 a.m. The motion carried (5-0) and the meeting was adjourned.



Cletonya L. Stidom, Chair

Kimberly Turner Osborne, Clerk