

**MINUTES OF BOARD MEETING: January 8, 2015 – 8:00 a.m.  
HENRY COUNTY WATER AUTHORITY**

**I. CALL TO ORDER/ATTENDANCE**

The Board of Directors of the Henry County Water Authority held its first meeting of the year, duly advertised, on Thursday, January 8, 2015, at the Administrative Offices of the Authority, located at 1695 Highway 20 West, McDonough, Georgia. Mr. James C. Carter, Jr., acting Chairman, called the meeting to order at 8:07 a.m. The following members were present: James C. Carter, Jr., Rick Jeffares, Carlotta Harrell, Mike Barr and Harold Jenkins.

The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager  
Tony V. Carnell, Deputy Manager  
Kim Osborne, Clerk  
Roderick Burch, CFO, Division Manager  
Scott Sage, Division Manager, Engineering  
Pat Hembree, Division Manager, Water & Wastewater  
Scott Harrison, Division Manager, Operations  
Bill Banks, Contract Coordinator  
A.J. Welch, Jr., Smith, Welch, Webb & White

**II. VISITORS NONE**

**III. ACCEPTANCE OF AGENDA**

Mr. Carter opened the floor for discussion of the agenda. There were no amendments and a motion was made by Mr. Jenkins and seconded by Mr. Jeffares to accept the agenda as presented. The motion carried 5-0.

**IV. ELECTION OF BOARD OFFICERS FOR 2014**

An election of officers was held as required by the Authority's Enabling Legislation. Mr. Carter yielded the floor to Mr. Farmer who opened the floor for nominations for the position of Chairman. Mr. Jeffares made a motion to nominate Mr. Carter to continue to serve in that capacity and the motion was seconded by Mrs. Harrell. There were no further nominations from the floor and the motion to elect Mr. Carter as Chairman carried unanimously (4-0). Mr. Carter abstained from the vote. Mr. Carter stated that he was honored to have been chosen by members of the Board to continue to serve as its Chairman and that he is appreciative of the opportunity to continue to serve on the Authority's Board.

Mr. Carter then opened the floor for nominations for the position of Vice Chairman. Mr. Barr nominated Mr. Jeffares to continue to serve in that position and the nomination was seconded by Mr. Jenkins. Mr. Carter called for any other nominations from the floor and there were none. A motion was made by Mr. Jenkins and seconded by Mr. Barr to close the nominations. The motion carried 4-0 and the nomination of Mr. Jeffares to serve as Vice Chairman was confirmed. Mr. Jeffares abstained from the vote.

Mr. Carter opened the floor for nominations for the position of Secretary. Mr. Jenkins nominated Mrs. Harrell to continue to serve in that capacity and the nomination was seconded by Mr. Jeffares. Mr. Carter called for any further nominations and there were none. A motion was made by Mr. Jeffares and seconded by Mr. Jenkins to close the nominations. The motion carried 4-0 and the

nomination of Mrs. Harrell to serve as Secretary was confirmed. Mrs. Harrell abstained from the vote.

Mr. Carter opened the floor for nominations for the position of Clerk. Mr. Jenkins nominated Mrs. Osborne to continue to serve in that capacity. The nomination was seconded by Mrs. Harrell. There were no other nominations and a motion was made by Mr. Barr and seconded by Mr. Jenkins to close the nominations. The motion carried 5-0 and Mrs. Osborne's nomination to serve as Clerk was confirmed.

**V. ADOPTION OF 2015 MEETING SCHEDULE**

Mr. Carter opened the floor for discussion of the Authority's meeting schedule for 2015. It was a consensus of the Board that meetings be held on the second Tuesday of each month. The monthly meetings are as follows: February 10, March 10, April 14, May 12, June 9, July 14, August 11, September 8, October 13, November 10 and December 8. It was agreed that the meetings begin at 8:00 a.m. Motion was made by Mr. Jeffares and seconded by Mr. Jenkins to adopt the stated meeting schedule to be approved as Resolution No. 2015-01. The motion carried (5-0).

**VI. REPORT OF ATTORNEY** Mr. Welch advised that he had no report for open session but requested the Board enter into an Executive Session to discuss a potential litigation matter.

**VII. REPORT OF GENERAL MANAGER**

Mr. Farmer advised that he had no matters on which to report in open session but would have information to provide in Executive Session concerning potential litigation matters.

Mr. Farmer reminded the Board that a Water Fowl Fundraising event will be held at various locations on January 17, 2015 to benefit the Cubihatcha Outdoor Classroom programs.

**VIII. PROJECTS**

Mr. Carter opened the floor for discussion of the list of proposed projects and adjustments which was included in the Board's agenda packet. Mr. Burch reported that there are no budget adjustments this month. The following new projects totaling \$248,232.25 were presented:

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| EXT 3462  | Woods of Wexford Service Line Replacement |
| EXT 3459  | Clarkdell Acres Service Line Replacement  |
| EXT3460   | Justice Place Service Line Replacement    |
| EXT 3461  | Stagecoach Hills Service Line Replacement |
| ADMIN3463 | Operations Building Leak Repairs          |

Mr. Farmer advised that the first four projects are for the replacement of polybutylene water service lines and that funds have been budgeted for these projects. Mr. Barr inquired about the impact of these projects on the Authority's budget. Mr. Burch responded that the Authority's staff has developed a long range plan for these projects and funds are budgeted for them every year. Mr. Farmer stated that the Authority has been aggressively replacing these poly pipes and noted that as a result overtime calls for leak repairs has been drastically reduced. He recommended the Board take action to approve said projects. Motion was made by Mrs. Harrell and seconded by Mr. Jeffares to approve the projects as submitted. The motion carried unanimously (5-0).

**IX. APPROVAL OF MINUTES** – December 9, 2014 Regular Meeting of the Board

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority's regular meeting conducted on December 9, 2014. There were no revisions and a Motion was made by Mr. Jenkins and seconded by Mrs. Harrell to approve the minutes as submitted. The motion carried (5-0).

**X. OLD BUSINESS**

Mr. Carter requested a status update concerning the implementation of the Authority's Charitable Assistance Program. He noted that the Authority recently received favorable comments in a Channel 2Action News report. Mr. Burch advised that to date approximately 1,000 customers have signed up for the program and with that level of participation the Authority could expect to collect approximately \$500 per month or \$6,000 annually. Mr. Burch reported that Chris Wood with JWA has prepared a news release which should soon be distributed. He stated that sign up forms will continue to be provided in customer billing statements. Mrs. Harrell inquired when the Authority might be in a position to begin accepting requests. Mr. Burch responded that he hopes to see more participation in the coming months and that more contributions need to be collected.

**XI. EXECUTIVE SESSION**

The Board took a brief recess at 8:30 a.m.

Upon return, in accordance with Mr. Welch's request, Mr. Carter entertained a motion to enter in an Executive Session for the purpose of discussing a potential litigation matter. Motion was made by Mr. Barr and seconded by Mr. Jenkins to enter into Executive Session at 8:35 for the purpose stated. The motion carried (5-0) and an Executive Session was held.

Motion was made by Mr. Barr and seconded by Mr. Jeffares to return to Open Session at 9:42 a.m. The motion carried (5-0).

**XII. ADJOURNMENT**

Upon return to open session, motion was made by Mrs. Harrell and seconded by Mr. Jeffares to authorize the Chairman to execute the affidavit concerning executive session matters and to adjourn at 9:42 a.m. The motion carried 5-0 and the meeting was adjourned.

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James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk