

MINUTES OF BOARD MEETING: January 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 Thursday, January 9, 2020, 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., Cletonya Stidom, Warren Holder, Carlotta Harrell, and Zuwena Poole.

The following Authority staff and consultants were present:

Administration: Lindy D. Farmer, Jr., Tony Carnell, Kim Osborne, Roderick Burch
Division Managers: Scott Harrison, Scott Sage, Allen Rape
Engineering Department: Bill Banks, Lindsey Sanders
Public Relations : Chris Wood, PhD, JWA
Legal Counsel: Andy Welch, Smith, Welch, Webb & White

II. VISITORS Mr. Carter welcomed Dedrick Cooper, the winner of the Metropolitan North Georgia Water Planning District's 2019 Essay Contest. His mother, Tiwana Crawford, was also in attendance.

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for acceptance by the Board. The agenda included one amendment to provide for discussion by the General Manager of an easement to be conveyed to Central Georgia EMC. A motion was made by Mrs. Stidom and seconded by Mrs. Harrell to accept the agenda as amended. The motion carried (5/0).

IV. SPECIAL PRESENTATION

Mrs. Sanders, the Authority's Environmental Compliance Coordinator, introduced Mr. Dedrick Cooper, the Henry County winner of the 2019 "How Do You Value Water" essay contest sponsored by the Metropolitan North Georgia Water Planning District. She presented him with a certificate and a gift card and congratulated him on his accomplishment. Mrs. Sanders noted that there were 600 entries submitted from the 15 counties that comprise the Metro Water District. The winners were also recognized at the State Capitol. The members of the Board also extended their congratulations to Mr. Cooper and expressed appreciation to him and his mother for attending the board meeting.

V. ELECTION OF OFFICERS

The Board took action to elect a slate of officers for the coming year.

Mr. Farmer facilitated the nominations for the office of Chairman of the Board. Mrs. Stidom nominated Mr. Carter and Mrs. Harrell seconded the nomination. There were no further nominations, therefore, a motion was made by Mrs. Stidom and seconded by Mrs. Harrell to close the nominations and to confirm Mr. Carter as Chairman. The motion carried and was approved by the Board by acclamation. Mrs. Stidom presented a slate of nominations for the remaining officer positions as follows: Vice Chairman, Warren Holder; Secretary, Carlotta Harrell and Kim Osborne, Clerk.

Motion was made by Mrs. Stidom and seconded by Ms. Poole to confirm the nominations as presented. Mr. Carter opened the floor for further discussion, and there was none. The motion carried unanimously (5/0).

VI. DISCUSSION OF 2020 MEETING SCHEDULE

A discussion was held to set the Board's meeting schedule for 2020. A motion was made by Mr. Holder and seconded by Ms. Poole to adopt Resolution No. 2020-01 setting forth the Board's meeting schedule for 2020. It was resolved that the meetings begin at 8:00 a.m. on the second Thursday of each month with the exception of the months of May (third Thursday) and December (first Thursday). The motion carried unanimously (5/0).

VII. REPORT OF GENERAL MANAGER

Recommendation of Award – Annual Labor Contract for Water Meter Replacement

Messrs. Scott Sage and Alan Branan addressed the Board concerning bids received for the Authority's annual labor contract for water meter replacement. Mr. Branan discussed the bid process and reviewed the bids received. He advised that the apparent low bid was submitted by United Grading & Excavation. Following a review of the references provided, staff recommended award of the contract to United Grading & Excavation. Mr. Branan noted that the contract period is for a term of one year with a provision for a one year extension. Mr. Carter opened the floor for further discussion. A motion was then made by Mr. Holder and seconded by Ms. Poole to award the annual labor contract for water meter replacement to United Grading & Excavation in accordance with staff recommendation. The motion carried unanimously (5/0).

Media Relations Report – Chris Wood, PhD, JWA

Dr. Chris Wood presented a media relations report concerning newsworthy events and activities. A written report and clip file were also provided.

Announcements:

The Henry County Chamber of Commerce annual banquet is scheduled for February 1, 2020.

EMC Easement HCWA Administration Building

Mr. Welch addressed the Board concerning the need to convey an easement to Central Georgia EMC to provide electrical service to the fountain at the Authority's Administration campus. It was noted that the renovation project should be completed in the next few weeks and electrical service will be needed to complete the repairs. Mr. Welch recommended the Board take action to authorize the General Manager to execute the easement document as well as the agreement for electric service. It was his recommendation that a survey of the easement area be completed to attach to the right-of-way easement. Motion was made by Mrs. Harrell and seconded by Mrs. Stidom to authorize the General Manager to execute the right-of-way easement and the agreement for electric service with Central Georgia EMC. The motion carried (4/0). Mr. Holder advised that he is a member of the Central Georgia EMC board of directors and for this reason he recused himself from this portion of the meeting. He did not participate in the discussion or vote on the matter.

VIII. PROJECTS AND ADJUSTMENTS No new projects were presented.

IX. APPROVAL OF MINUTES – December 5, 2019 Regular Board Meeting

The minutes of the December 5, 2019 regular meeting of the Board were approved on a motion made by Ms. Poole and seconded by Mrs. Stidom. The motion carried (5-0).

X. OTHER BUSINESS NONE

XI. EXECUTIVE SESSION NONE

XII. ADJOURNMENT Motion was made by Mrs. Harrell and seconded by Mrs. Stidom to adjourn at 8:48 a.m. The motion carried (5-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk