

**MINUTES OF BOARD MEETING: July 13, 2017
HENRY COUNTY WATER AUTHORITY**

I. CALL TO ORDER/ATTENDANCE

The Board of Directors of the Henry County Water Authority held its regular meeting on Thursday, July 13, 2017. The meeting was duly advertised and was held at the Authority's Administration offices located at 1695 Highway 20 West, McDonough, Georgia. James C. Carter, Jr., Chairman, called the meeting to order at 8:02 a.m. The following members were present: James C. Carter, Jr., Harold Jenkins, Carlotta Harrell, Roslyn Williams and Warren Holder.

The following Authority staff and consultants were present:

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

II. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for approval by the Board. There were no amendments and motion was made by Mr. Holder and seconded by Mrs. Williams to accept the Agenda as presented. The motion carried (5-0).

III. VISITORS NONE

IV. REPORT OF ATTORNEY

Eagles Landing First Baptist Church – Abandonment of Sewer Line Easement

Mr. Welch advised that Eagles Landing First Baptist Church is completing a driveway improvement project which consists of a new driveway that connects their existing parking area to Brannan Road. In conjunction with this project, a sewer line adjustment was required for a short section of 36" sewer interceptor line. The cost of the realignment will be reimbursed by the church. The Authority will need to abandon the previous sewer line easement along the old alignment. Mr. Welch presented Resolution No. 2017-08 approving the abandonment of the sewer line easement and authorizing the Chairman to execute the quit claim deed to return said property and easement rights to Eagles Landing First Baptist Church. Mr. Carter opened the floor for further discussion. A motion was then made by Mrs. Harrell and seconded by Mr. Holder to approve and adopt Resolution No. 2017-08 as presented. The motion carried unanimously (5-0).

Reeves Creek Sewer Agreement

Mr. Welch reported that we are working to update the Reeves Creek Sewer Agreement with Clayton County and should have the agreement ready for the next meeting.

V. REPORT OF GENERAL MANAGER

GDOT Standard Utility Agreement – SR 155@Bill Gardner Parkway

Scott Sage advised that the Authority has been working with the Georgia Department of Transportation to accommodate the SR 155 road improvement project. He

advised that the Authority has a 16" waterline to be relocated and there will be a new 8" line constructed. The total cost to relocate the Authority's lines is estimated to be \$243,526.62. Mr. Sage advised that of this amount, \$20,981.10 qualifies for GDOT reimbursement. GDOT has requested the Authority execute its Standard Utility Agreement/Actual Cost Utility Agreement which was provided to the Board for review. Mr. Sage reported that the Authority's engineering staff has completed coordination with GDOT for the roadway designs and have no objection to this request. Mr. Carter opened the floor for further discussion. Mrs. Harrell noted that GDOT has future plans for additional improvements to Highway 155. Mr. Carnell discussed previous interchange projects where GDOT did reimburse the Authority for line relocations and he advised that the Authority will approach GDOT about utility relocation expenses on the SR 155-Bill Gardner Parkway project. Mrs. Harrell suggested the Authority approach SPLOST to include relocation expenses in the upcoming SPLOST. Mr. Farmer advised that the Authority has approached the county about the possibility of obtaining a written agreement regarding the reimbursement of line relocation expenses through SPLOST. Mr. Carnell noted the challenges with recovering utility relocation expenses through SPLOST and noted that it is important to approach GDOT to discuss line relocation costs on these bigger T-SPLOST projects. Mr. Holder noted that when the Authority's lines are located in another entity's right-of-way, it is questionable that the Authority should be able to require reimbursement for relocation costs. Mr. Carter suggested that this would be an important topic to discuss at the joint meeting with the Board of Commissioners. There being no further discussion, Mr. Carter opened the floor for approval of the resolution to approve the agreement with GDOT. A motion was made by Mr. Jenkins and seconded by Mrs. Harrell to adopt Resolution No. 2017-09 authorizing the Chairman to execute the GDOT Standard Utility Agreement. The motion carried unanimously (5-0).

Water Quality Report

Mr. Hembree advised that the Authority's annual water quality report has been prepared and is available for viewing on the Authority's website. Copies are available to customers at the Authority's Customer Service Department. Mr. Hembree advised that the Authority is in compliance with all federal requirements.

Drought Contingency/Reservoir Storage

Mr. Hembree reviewed the Authority's current reservoir storage. He advised that all reservoirs are full or near full capacity. Current average daily demand is 16.31 mgd. In the event of drought conditions with no predicted rainfall, the Authority currently has capacity to meet demand for 508 days.

Construction Update – Indian Creek WRF & South Ola Elevated Tank

Pat Hembree and Bill Banks provided a construction update on the Indian Creek WRF and South Ola Elevated Tank projects.

Public Relations

Dr. Wood was not in attendance, however, Mr. Farmer advised that the Authority's summer, 2017 customer newsletter has been distributed.

Announcements:

Mr. Farmer advised that a joint meeting with the Henry County Board of Commissioners will be held on Tuesday, August 8, 2017, at the Authority's Tussahaw Water Treatment Facility. Mr. Carter noted a change in the Authority's Board meeting for August. The Board meeting will be held on Tuesday, August 8th prior to the joint meeting with the Board of Commissioners. Mr. Carter opened the floor for a motion to approve the change. A motion was made by Mr. Holder and seconded by Mrs. Williams to move the Authority's

regular Board meeting to August 8, 2017 at 8:00 a.m. at the Tussahaw Water Treatment facility. The motion carried (5-0).

VI. PROJECTS

The following projects were presented for approval by the Board:

Authority Projects:

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|----------|---------------------------------|
| EXT2952E | Anvil Block CT Service Transfer |
| EXT3591 | Nestle Pump Station Upgrade |
| GDOT3474 | SR155@Bill Gardner Parkway WL |

Developer Projects:

| | |
|---------|------------------------|
| DEV3270 | East Lake Academy |
| DEV3563 | Union Grove Crossroads |
| DEV3575 | Elliott Grove |
| DEV3592 | Waffle House |

Budget Adjustments: SPLOST3410 Lester Mill Road Water Line Relocation

Mr. Farmer advised that the projects are in compliance with Authority policy. Mr. Sage reviewed the requested budget adjustment for the Lester Mill Road project. Following discussion, Mr. Jenkins made a motion to approve projects as presented. Mr. Holder seconded the motion and it carried unanimously (5-0).

VII. APPROVAL OF MINUTES – June 1, 2017 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes from the Authority’s regular Board meeting conducted on June 1, 2017. There were no revisions and a motion was made by Mrs. Williams and seconded by Mr. Jenkins to approve the minutes as submitted. The motion carried unanimously (5-0).

VIII. OLD BUSINESS

Mr. Carter noted that the Board has had previous discussions concerning the possibility of adopting a Code of Ethics/Conflicts of Interest policy for the Authority. He stated that the Authority is included in the County’s policy and he read excerpts from that policy, and stressed the importance of avoiding even the appearance of wrong-doing. He noted that the Board has had several discussions about the possibility of adopting its own policy and feels a decision needs to be made concerning this matter. Mr. Andy Welch reviewed how the Authority is governed under the County’s policies, and discussed the advantages of the Authority adopting its own policy. Mr. Carter summarized the discussion by suggesting that the members of the Authority’s Board come to a decision whether to abide by the Board of Commissioner’s policy, or to adopt a policy specific to the Authority. Mr. Carter opened the floor for a motion concerning how the Board would like to proceed. A motion was made by Mrs. Harrell and seconded by Mrs. Williams that Mr. Andy Welch be authorized to discuss the matter with County representatives, and that members of the Board discuss the matter with their respective commissioners to determine if they would be amenable to the Authority adopting its own policy. The motion carried (5-0).

IX. OTHER BUSINESS NONE

X. EXECUTIVE SESSION NONE

XI. ADJOURNMENT

Motion was made by Mr. Jenkins and seconded by Mrs. Williams to adjourn the meeting at 10:03 a.m. The motion carried (5-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk