

**MINUTES OF BOARD MEETING: June 10, 2021  
HENRY COUNTY WATER AUTHORITY**

**I. CALL TO ORDER/ATTENDANCE**

A regular meeting of the Henry County Water Authority Board was held on Thursday, June 10, 2021, at the Authority's Administrative Campus, Engineering Conference Room, located at 100 Westridge Industrial Blvd., McDonough, GA. Chair Cletonya Stidom called the meeting to order at 8:00 a.m.

The following Board members were present: Cletonya Stidom, Jimmy Carter, Sandra Rozier, Warren Holder and Siddiqa Gibson.

The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager	Andy Welch, Smith, Welch Webb & White
Tony Carnell, Deputy Manager	Phyllis Douglas/Joy Walker – Phyllis Douglas, LLC
Kim Osborne, Clerk	
Roderick Burch, CFO	
Scott Sage, Division Mgr., Eng.	
Pat Hembree, Div. Mgr., Water/Wastewater	
Scott Harrison, Div. Mgr. Operations	
Allen Rape, Div. Mgr., Customer Support Svcs.	
Jeff Allen, Purchasing Mgr.	

**II. VISITORS Mr. Fred Mays**

Chair Stidom recognized and welcomed visitors in attendance.

**III. ACCEPTANCE OF AGENDA**

Mrs. Stidom presented the Amended Agenda for approval by the Board. Motion was made by Mr. Carter and seconded by Mrs. Rozier to accept the Amended Agenda as presented. The motion carried (5-0).

**IV. REPORT OF ATTORNEY** Mr. Welch advised that he had no matters on which to report but would be available for questions concerning matters discussed during the General Manager's Report.

**V. REPORT OF GENERAL MANAGER**

➤ **Review of Local Sheltered Market Policy (Resolution No. 2021-10)**

The Authority's Purchasing Manager, Mr. Jeff Allen, addressed the Board concerning the final draft of the proposed Local Sheltered Market Policy which has

been developed for the Authority. He advised that after several presentations and considerable discussion he has no additional information to provide. Chair Stidom opened the floor for questions. Mrs. Rozier thanked all who worked on this policy and is glad the Board is at a point to look at it favorably. Mr. Allen stated that everyone worked as a team. He expressed appreciation to Mr. Farmer for providing direction and for the considerable input from the Board. He noted that Mrs. Douglas, Mrs. Walker and Mr. Welch were valuable to the process and he hopes the program will assist businesses and keep dollars in our community. Chair Stidom stated that she would like to see a measurement tool for the first year and suggested that Mr. Farmer make a report to the Board after the first six months of the policy's implementation and then make an annual report to the Board. Mr. Welch pointed out that the resolution does call for periodic reports. He also stated that this is a data compilation and would be a valuable tool. Mr. Farmer concurred with the 6-month reporting requirement. It was Mrs. Rozier's opinion that the policy should be evaluated every six months on a permanent basis so that we can be reactive. She recommended reporting being done twice to per year. Mr. Welch noted that Paragraph 7 on Page 2 will be revised to provide for reporting every six months. Chair Stidom questioned the members of the Board for agreement to reporting every 6 months. The members of the Board indicated agreement. Chair Stidom questioned how the Authority will roll out the program. Mr. Welch advised that the policy will become effective immediately. Mr. Allen spoke regarding the roll out of the program. He stated that he has already spoken with the Authority's IT staff on how we can track progress. He has some bids ready to go out for various contracts and has been making efforts to include businesses in Henry County including Women-Owned Businesses and Minority Owned Businesses. He also spoke concerning vehicle purchases and noted that Legacy Ford and Bellamy Strickland will receive the 5% local business preference credit if their bids are within 5% of the lowest bid submitted by non-Henry County businesses.

Mr. Allen stated that information will be placed on the Authority's website and Facebook page. He stated we must be careful on our outreach so we can identify specific businesses who supply services and products that we use. Mrs. Rozier stated that we want to give the impression we are promoting qualified businesses and to not utilize acronyms such as WOB, MOB and VOB. Mrs. Rozier further suggested that we have an expo on how to do business with Henry County Water Authority as a way of reaching out to the community. Mr. Allen concurred and stated that we will have educational outreach via networking and other means to target businesses that can provide services and products that we use. Mrs. Rozier cautioned that we must be careful about using the word "targeted." Mr. Welch concurred but he also emphasized that the team worked hard to make this a neutral policy, working with Mrs. Douglas and Mrs. Walker to be assure constitutionality of the program, all-inclusive program, and marketing to everyone as well as tracking data. Chair Stidom stated that now that the Authority will have a policy, we can now join the Georgia Minority Supplier Development Council to help us certify vendors. Chair Stidom presented to the Board for consideration, Resolution No

2021-10 entitled “Resolution Authorizing the Establishment of a Local Sheltered Market Program (LSMP) to Reserve Certain Contracts for Goods and Services for Bidding by Local Small Businesses within the Henry County and Local Geographical Area. She opened the floor for a motion to approve the resolution which was made by Mrs. Rozier and seconded by Mr. Carter. There was no further discussion and the motion carried (5/0).

➤ **Review of Supplier Inclusion Policy (Resolution No. 2021-11)**

Mr. Allen presented the final draft of the proposed Supplier Inclusion Policy developed for the Authority and recommended the Board take action to approve it. Mr. Welch advised that it does not reference a time frame for reporting but language will be added to provide for reports to the Board every 6 months. Chair Stidom presented for the Board’s consideration Resolution No. 2021-11 entitled “Resolution Authorizing the Henry County Water Authority to Establish a Supplier Inclusion Program.” She opened the floor for a motion to adopt the resolution. The motion was made by Mr. Carter and seconded by Mrs. Rozier. Chair Stidom opened the floor for further discussion and there was none. All members voted in favor of the motion and it carried (5/0).

➤ **HCWA Public Outreach/Public Education Program**

Tony Carnell introduced Lindsey Sanders and explained her role as the Authority’s Environmental Compliance Coordinator. He noted that her primary responsibility is to coordinate the Authority’s annual audits, and to keep the Authority compliant with EPA, EPD and Metro District requirements. When she is not working on audits and compliance matters, Lindsey also leads the Authority’s public education/outreach program. Mr. Carnell advised that the Authority recently received GAWP’s Public Education Award of Excellence and credited Lindsey and Dr. Chris Wood, noting that both were instrumental to the Authority’s receipt of this award of excellence.

Utilizing a power point presentation, Mrs. Sanders addressed the Board to provide information about the requirements for receipt of the award. She advised that in order to compete for the award, an organization must actively promote (through media channels) and implement public education programs/events/workshops (at least 3 per year, per category) and score at least 90% on GAWP’s points-based checklist. Mrs. Sanders discussed school programs/events, community events and workshops that the Authority promotes throughout the year

Mrs. Sanders credited partnerships within the industry as well as those outside of the water industry who help the Authority promote and provide all of these events. She noted the importance of media such as news releases, direct media (such as brochures, flyers and newsletters) and digital media (Facebook and the Authority’s website) for promoting the Authority’s message and keeping citizens informed

about the Authority and its work in the community. Mrs. Sanders also presented a series of short videos which have been produced to inform the public on such things as water conservation and education on problems with fats/oils and wipes. She noted these videos will be posted to social media, the HCWA website and made available for use in schools and events. Finally, Mrs. Sanders noted special campaigns that the Authority promotes Fix-a-Leak Week and Toilet Rebate Program which focus on water conservation. She stated that the Authority is also a WaterSense Partner and we give out conservation kits during various events throughout the year.

Following the presentation, the Board commended Lindsey for her work. Mrs. Rozier inquired whether all schools can participate in the Model Water Tower Competition. Mrs. Sanders advised that this is a Henry County Public School program only, and that the Authority works with Kaneice Bemby with Henry County Schools to select the participants. Not all Henry County schools can participate every year due to time constraints in the school day. Mrs. Rozier requested that we try to include the independent schools and home schools when we can. Mrs. Stidom opened the floor for further questions. Mrs. Rozier commented on the amazing work that the Authority is doing and she would like to share/discuss opportunities with Mrs. Sanders.

Mrs. Stidom inquired why schools in District 2 and District 5 are not participating. She stated that the Authority needs to be at the table with the Board of Education and to partner with other STEM organizations to promote opportunities. Mr. Farmer noted that Mrs. Sanders does work through the school system and Mrs. Bemby and that the schools have a choice concerning the events in which they will participate. Mr. Welch stated that there is not a pipeline of young people coming into the water and sewer industry and he agrees that it is important to promote STEM at an early age. Mr. Carnell advised that the Board of Education approached the Authority a few years ago to get water integrated as part of STEM. He stated that Patrick Kelley (HCWA Engineering Dept.) is involved on the Advisory Committee. Mrs. Rozier emphasized the importance of inclusion when rolling out new programs and she commended all for the work that they do to help expose young people to STEM.

➤ **FY22 Budget Approval (Resolution No. 2021-12)**

Mr. Burch addressed the Board concerning the Authority's FY22 Budget. He noted that the budget was presented to the Board during the May 20<sup>th</sup> meeting and that a copy was given to each member of the Board to allow time for review and discussion prior to being presented for approval at today's meeting. Mr. Burch advised that there have been no changes to the budget since it was presented at the May meeting and he recommended the Board take action to approve Resolution No. 2021-12 adopting the FY22 budget for the Authority in the amount of \$71,781,808.

Mrs. Stidom opened the floor for further discussion. Mrs. Rozier requested clarification that funds are available in the budget to provide training for diversity, inclusion and sensitivity training. Mr. Burch confirmed that funds are available in the budget for the training. Chair Stidom called for further discussion. There being none, she called for a motion to approve Resolution No. 2021-12 as presented. Motion was made by Mrs. Rozier and seconded by Mrs. Gibson to adopt Resolution 2021-12 approving the Authority's FY22 budget in the amount of \$71,781,808. The motion carried unanimously (5/0).

➤ **Discussion of Board Compensation (Resolution No. 2021-13)**

Mr. Welch addressed the Board concerning Mr. Farmer's request that he review the effects of SB 22 and HB 285 on the Authority Board's compensation. Mr. Welch advised that with the addition of the HCBOC Chair's appointee, this makes the BOC Chair a voting member of the BOC. He stated that the HCWA Board salary is set at 30% of a BOC member's salary – but it does not specify which member and since the BOC Chair has an appointment we have to factor her salary since she is a voting member. The legislation says our max is 30%. Mr. Welch advised that he had prepared a memorandum to Mr. Farmer concerning his research. He noted that it is the Board's discretion to vote every year. A resolution has been provided for the Board's consideration. Mr. Welch noted that the base salary of a member of the BOC is \$35,000 and that the base salary of the BOC Chair is \$45,000. IN addition state law provides for adjustments for state COLA, certifications and a longevity component. He noted that the Authority relies on Henry County to tell us what the BOC salaries are. Mr. Welch stated that the Board's current salary is \$875.00 per month and that an increase based on 30% of the HC BOC Chair's salary would amount to \$1,170.45 per month. He reiterated that this is based on 30% of \$46,818.00. Mrs. Rozier inquired when was the last time the Board had an increase. It was noted that the Board's salary actually decreased in 2004 based on the method for computing BOC salaries at that time.

Mr. Holder noted that in the 1990 legislative session, (January, 1992) defined the chairman of the BOC as a full voting member of the Board. According to the legislation, the Chairman of the Board shall receive 40% of the sheriff's salary; the vice chair received 35% of the sheriff's salary and regular members received 30% of the sheriff's salary. The Authority Board's salary has been based on 30% of the salary of a regular member of the Board of Commissioners. Prior to this, the Water Authority salary had nothing to do with the BOC. In 2004, Sheriff Donald Chafin was maxed out as sheriff. When Keith McBrayer came into office, replacing Sheriff Donald Chafin, he came in at a lower salary. Jason Harper was the BOC Chair at that time, and by Home Rule he froze the salaries of the BOC.

Mr. Welch then reiterated his position on compensation since the BOC Chair has an appointee with changes of law – we need to consider highest paid position which is the BOC Chairman, and to use that salary as the basis for calculation of the HCWA

Board's salary. He noted that \$1,170.45 monthly would be the maximum salary according to his interpretation. Mr. Burch advised that this increase will have no effect on the FY22 budget approved earlier by the Board. Mr. Welch recommend the Board vote to approve the resolution and noted that the Board can set it how it wants to and can compensate members based on position. Mrs. Rozier clarified that the Board can vote to make the compensation even across the board and Mr. Welch responded in the affirmative. Mrs. Stidom noted that other county boards have increased their pay effective July, and that the Board is governed by legislation as to what members can be paid. Mrs. Stidom then opened the floor for a motion to adopt Resolution No. 2021-13.

Mr. Carter stated that he remembers when the BOC salaries were higher than many in the State of Georgia and due to pressure the salaries were reduced. The Water Authority Board's pay was then reduced as well. He stated that the Authority's Board is one of the highest compensated Authorities in the state and he does not know if it is appropriate for the Board to increase its salary.

Mr. Carter then made a Motion which was seconded by Mr. Holder to leave the Authority's Board compensation unchanged based on a member of the Board of Commissioners at 30% of \$35,000.00. Chair Stidom called for other discussion. Mr. Holder requested a roll call vote on the motion. Chair Stidom acknowledged Mr. Holder's request and advised that a roll call vote will be taken by district and that as Chair and representative of District 2, she will cast her vote last.

The roll call vote was as follows:

District 1 – Mr. Holder - in Favor of \$875.00 per month  
District 2 - Chair Stidom – Against (voting last)  
District 3 – Mr. Carter - in Favor  
District 4 – Mrs. Rozier - Against  
District 5 - Mrs. Gibson - Against

Following the roll call vote, Chair Stidom announced that the motion had failed. She opened the floor for another motion to adopt Resolution No. 2021-13 setting forth a different amount of compensation.

Motion was made by Mrs. Gibson and seconded by Mrs. Rozier to adopt Resolution No. 2021-13 with the stated compensation of \$1,170.45 per month, which is 30% of the BOC Chair's compensation. Mr. Welch requested clarification of whether the motion is to include that this monthly salary is to apply to all members across the board. Mrs. Rozier acknowledged that her motion is to provide that each member of the Board receive the same compensation. Chair Stidom opened the floor for further discussion. Mr. Holder requested that the Chair take a roll call vote on this motion. Chair Stidom acknowledged Mr. Holder's request for a roll call vote and

advised that the vote will again be recorded by district and that she, as District 2 representative, will cast her vote last.

District 1 - Mr. Holder - Oppose  
District 2 – Chair Stidom - Support (voting last)  
District 3 - Mr. Carter - Oppose  
District 4 - Mrs. Rozier - Support  
District 5 - Mrs. Gibson - Support

Chair Stidom advised that the motion to adopt Resolution No. 2021-13 is approved establishing the Board’s compensation at 30% of the compensation of the BOC Chair. The Board’s salary will be \$1,170.45 per month, effective July 1<sup>st</sup>. The motion carried on a vote of 3/2.

➤ **Recommendation to Surplus Vehicles/Equipment**

Mr. Harrison presented a list of vehicles and equipment which have been recommend by staff for surplus. There were no questions from the Board. Chair Stidom opened the floor for a motion to approve the items for surplus. Motion was made by Mr. Holder and seconded by Mr. Carter. There was no discussion and the motion carried (5/0).

**VI. PROJECTS AND ADJUSTMENTS**

There were no new projects presented at this meeting. However, Chair Stidom noted that the following three (3) projects have been closed out:

EXT2108B 1794 & 1805 River Road WL Ext.  
EXT2911B Walnut Creek Septage Upgrade  
EXT3736 4794 Scarborough RD WL Ext.

**VII. APPROVAL OF MINUTES – May 20, 2021 Regular Board Meeting/Work Session**

The minutes of the May 20, 2021 regular meeting of the Board and work session were approved, as amended, on motion made by Mrs. Rozier and seconded by Mr. Holder. The motion carried (5-0).

**VIII. OTHER BUSINESS**

Mrs. Stidom reminded that the Authority’s next Board meeting will be conducted on Thursday, July 8, 2021. Mr. Farmer pointed out that the Authority’s offices will be closed on Monday, July 5<sup>th</sup> in observance of the Independence Day holiday, however, the Board meeting will be conducted on July 8<sup>th</sup> as advertised. Mrs. Gibson advised that she has been accepted into Leadership Henry which will require her mandatory participation during the months of August and

September. Mrs. Rozier announced that Commissioner Vivian Thomas, District IV, will be hosting an event called “Game On” for kids interested in engineering and technical occupations. Mrs. Rozier requested that the Water Authority host and that Lindsey provide a presentation to the group. The date is to be determined and she will discuss with Tony Carnell.

**IX. ADJOURNMENT**

Motion was made by Mrs. Rozier and seconded by Mr. Carter to adjourn the meeting at 9:34 a.m. The motion carried (5-0) and the meeting was adjourned.

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Cletonya Stidom, Chair

Kimberly Turner Osborne, Clerk