

MINUTES OF BOARD MEETING: March 10, 2015 - 8:00 a.m.
HENRY COUNTY WATER AUTHORITY

I. CALL TO ORDER/ATTENDANCE

A regular meeting of the Henry County Water Authority Board, duly advertised, was held on Tuesday, March 10, 2015 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 8:05 a.m. The following members were present: James C. Carter, Jr., Carlotta Harrell, Rick Jeffares 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
Claudia Cooper, Employee Development Coordinator
Chris Wood, PhD, JWA
Andy Welch, Smith, Welch, Webb & White

II. VISITORS Mr. Carter welcomed Ms. Nola Love, CEO of Helping in His Name Food Pantry and Samaritan's Together. Mr. Burch advised that Ms. Love is in attendance today to receive the Authority's first distribution for the Charitable Assistance Program in the amount of \$3,500. Mr. Carter credited Mrs. Harrell with initiating this program at the Authority and she and members of the Board were pleased to present the funds to Ms. Love. Mr. Burch advised that the Authority will continue to encourage participation in the program and expects to make monthly disbursements to help fund the program. Ms. Love expressed her appreciation to the Authority and its Board for the work they do on behalf of Henry County's citizens.

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for approval. There were no amendments and a Motion was made by Mr. Jeffares and seconded by Mr. Jenkins to approve the Agenda as presented. The motion carried (4-0).

IV. REPORT OF ATTORNEY

Mr. Andy Welch presented a Quit Claim Deed from the Authority to BHMZ, LLC and advised that the purpose of the deed is to correct an error that was found in the description in a Quitclaim Deed from Henry County Water and Sewerage Authority to Lyman W. Stringer,

Zack B. Hinton, Sr. and Estate of Harold L. McGarity dated November 20, 2003. Mr. Farmer advised that he had discussed the matter with Mr. Welch and it was his recommendation that the Board authorize the Chairman and Clerk to execute the Quitclaim Deed as presented. A Motion to that effect was made by Mr. Jenkins and seconded by Mrs. Harrell and all members voted in favor. The motion carried (4-0).

V. REPORT OF GENERAL MANAGER

Mr. Harrison presented to the Board a list of vehicles that have been taken out of service due to high miles, age and mechanical issues. It was his recommendation that the vehicles be surplused and listed for sale on the website www.govdeals.com. These vehicles will be replaced as provided for in the Authority's budget. Mr. Carter opened the floor for further discussion. There was none and a Motion was made by Mrs. Harrell and seconded by Mr. Jenkins to authorize the surplus of the vehicles as requested. All members voted in favor and the motion carried (4-0).

Dr. Chris Wood addressed the Board concerning current media relations activities. A written report was provided.

Mr. Scott Sage gave a brief update concerning the status of the County's Stormwater program/activities. He advised that the County has identified a number of CIP projects and the County has implemented a management plan. Mr. Sage advised that he attends the Stormwater Advisory Group meetings which are held on a quarterly basis. He feels the County has made substantial progress from two years ago. Mr. Sage advised that he communicates weekly with the Henry County Stormwater Director and staff.

Engineering staff members, Jeremy Newell and Brandon Keller, gave an informative presentation about the Authority's GIS mobile mapping tool. Mr. Keller demonstrated functions of the mobile mapping tool and stated that because 99% of the Authority's water and sewer infrastructure has been mapped, this tool has the capability of providing immediate information about the Authority's water and sewer system via a number of different electronic devices, which saves staff time and facilitates completing tasks more quickly. Mr. Carnell expressed his appreciation to Mr. Newell and Mr. Keller for their work on this project. He noted that this mobile software application is not one that was purchased at retail by the Authority, but credited Mr. Keller for developing the mobile software application. Mr. Farmer stated that he is proud of the Authority's staff and the talent and ideas that they contribute to the Authority.

Mr. Farmer discussed schedule conflicts concerning the Authority's Board meeting schedule for the months of May and July. The Board discussed and agreed that the May meeting would be rescheduled and held on May 4th. Mr. Farmer reminded the Board that the Board will also hold its work session/retreat on that date. Suggested Agenda items for the work session were: FY 2015 Budget, capital improvement projects, Board self-assessment and safety and security. The Board also discussed and agreed that the July 14th meeting will be rescheduled for July 16th.

VI. 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 explained project adjustments and the following new projects were presented:

EXT3413A Strawberry Hills Meter Replacement
EXT3468 N. Forest Service & Meter Replacement
EXT3467 Overbrook Service Meter Replacement
ADMIN3467 Server Room Fire Suppression System
EXT3363 Cotton Indian Creek Basin Flow Monitoring Program

Mr. Farmer advised that the projects are in compliance with Authority policy and recommended the Board take action to approve them. Motion was then made by Mr. Jeffares and seconded by Mrs. Harrell to approve the projects as presented. The motion carried (5-0).

VII. APPROVAL OF MINUTES – February 10, 2015 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority's regular meeting conducted on February 10, 2015. 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 (4-0).

VIII. OTHER BUSINESS

Mr. Carter inquired about the status of the service agreement with the City of McDonough. Mr. Farmer advised that the Authority has received no response as of this date.

IX. EXECUTIVE SESSION No Executive Session was held.

X. ADJOURNMENT

Motion was made by Mr. Jeffares and seconded by Mrs. Harrell to adjourn the meeting at 9:05 a.m. The motion carried (4-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk