

**MINUTES OF BOARD MEETING: March 9, 2017**  
**HENRY COUNTY WATER AUTHORITY**

**I. CALL TO ORDER/ATTENDANCE**

A regular meeting of the Henry County Water Authority Board, duly advertised, was held on Thursday, March 9, 2017, 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., 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  
Scott Harrison, Division Manager, Operations  
Bill Banks, CIP Coordinator  
Randy Crumbley, Dept. Manager, Engineering  
Jeremy Newell, Sr. GIS Analyst  
A.J. Welch, Jr., 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. Jenkins and seconded by Mrs. Williams to accept the Agenda as presented. The motion carried (5-0).

**III. VISITORS None**

**IV. REPORT OF ATTORNEY** Mr. Welch reported concerning the Airport Sewer Line Extension project (see Report of General Manager below).

**V. REPORT OF GENERAL MANAGER**

Prior to Mr. Farmer's report, Mr. Carter recognized Mr. Farmer and the Authority for being selected as the 2016 Business of the Year by the Henry County Chamber of Commerce. He noted that while the Authority consistently receives industry awards of excellence, to be recognized by our community is something of which to be proud. He stated that he is proud to be a part of the Authority and he expressed appreciation to Mr. Farmer as well as the Authority's employees for the jobs they perform each day.

Distribution System Leak Report: Mr. Crumbley provided a power-point presentation concerning the Authority's Distribution System Leak Report which is used to prepare a yearly summary of leaks located in the Authority's system. Mr. Crumbley advised that this report is utilized by staff to help identify any system issues/trends that might need to be addressed, and also provides guidance in establishing priorities for Authority rehab, replacement, and upgrade projects.

Airport Sewer Line Extension Project: Mr. Carnell advised that a consultant has been engaged for Phase I of the project. He stated that Phase II consists of running sewer to the interior of the airport property to address failing septic systems and to provide for new growth. Under the terms of an intergovernmental agreement with the County, the County is responsible for Phase II, however, the County has notified the Authority that they would like the Authority to manage Phase II of the project. A discussion was held concerning whether the contractor for Phase I could be engaged under a change order to complete Phase II of the project. Mr. Welch advised that Phase II of the project cannot be completed with a change-order, and any project in excess of \$100,000 but must be advertised for bids in accordance with Georgia law. Additionally, Mr. Welch advised that a modification to the Intergovernmental Agreement will be required in order for the Authority to complete the construction of Phase II. It was noted that the County will be responsible for the costs associated with Phase II, and the Authority will have some management costs associated with the project. It was Mr. Holder's opinion that this is the way the project should be handled, especially since the Authority will "inherit" these improvements once the project is complete. Mr. Welch will prepare the modification to the Intergovernmental Agreement and will forward to County staff for review and approval by the Board of Commissioners.

Reservoir Levels/Drought Contingency: Mr. Hembree addressed the Board concerning current demand and reservoir levels. He advised that with regular rainfall the Authority's reservoirs continue to recover and are near full pool. The Authority has 550 days of supply. EPD has now moved Henry County to a Level 1 drought declaration, therefore, there are no longer any odd/even restrictions, however, the Authority must continue to provide public education under a Level 1 designation.

Public Relations report: Dr. Chris Wood addressed the Board concerning current media coverage and upcoming events including Fix-A-Leak Week as well as the GAWP Spring Conference.

## **VI. PROJECTS**

The following projects were presented for approval by the Board:

New Projects:

EXT 1387A	S. Cleveland Church Road PVC W/L Repl
EXT 3573	DeKalb Sewer Flow Meter Repl 2017

MTRUPG 3572 Hudson Bridge AMI Base Station  
SPLOST 3482 SR 81 @ Mill Road W/L Reloc  
SPLOST 3565 South Cleveland Church Rd W/L Reloc

Developer Projects:

DEV 3561 Culvers Restaurant

Budget Adjustments: NONE

Mr. Farmer advised that the projects are in compliance with Authority policy. Mr. Jenkins made a motion to approve projects as presented. Mrs. Williams seconded the motion and it carried unanimously (5-0).

**VII. APPROVAL OF MINUTES – February 9, 2017 Regular Board Meeting**

Mr. Carter opened the floor for discussion and approval of the minutes from the Authority's regular meeting conducted on February 9, 2017. There were no revisions and a Motion was made by Mrs. Harrell and seconded by Mr. Jenkins to approve the minutes as submitted. The motion carried unanimously (5-0).

**VIII. OTHER BUSINESS**

May Board Meeting/Work Session: Mr. Carter opened the floor for discussion of topics to be included on the agenda for the Board's May meeting and work session. The following topics were suggested: Board self-assessment process; budget; five-year facility update; stormwater and code of ethics. The Board will finalize the agenda at its April meeting.

**IX. EXECUTIVE SESSION NONE**

**X. ADJOURNMENT**

Motion was then made by Mrs. Harrell and seconded by Mrs. Williams to adjourn the meeting at 9:42 a.m. The motion carried unanimously (5-0) and the meeting was adjourned.

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James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk