

MINUTES OF BOARD MEETING: May 3, 2018
HENRY COUNTY WATER AUTHORITY

I. CALL TO ORDER/ATTENDANCE

The regular meeting and annual planning session of the Henry County Water Authority Board, duly advertised, was held on Thursday, May 3, 2018, at the Tussahaw Water Treatment Facility located at 199 Preservation Drive, Jackson (Henry County), Georgia. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:15 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
Pat Hembree, Div. Mgr.,
Scott Harrison, Div. Mgr.,
Scott Sage, Div. Mgr. Engineering Dept.
Claudia Cooper, HR
Tamara Smith, HR
Chris Wood, PhD, JWA Public Relations
Andy Welch, Smith, Welch, Webb & White

II. VISITORS None

III. 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 Mr. Holder to accept the Agenda as presented. The motion carried (5-0).

IV. REPORT OF ATTORNEY

Proposed Amendment to Enabling Legislation

A discussion was held concerning extending the terms of board member appointments from two years to four years to coincide with the terms of the appointing commissioner. Continuity of leadership was highlighted as an important factor in support of the proposed amendment. Mr. Welch discussed the procedures which must be followed in order to present the request to the local legislative delegation. It was noted that the request should first be presented to the Board of Commissioners for consideration. Mr. Welch suggested that a proposed draft of a joint resolution be prepared for approval by the Authority's Board and the Board of Commissioners. After further discussion, it was a consensus of the Board that Mr. Welch prepare the joint resolution for the

Board's approval at its next meeting. A motion to that effect was made by Mr. Holder and seconded by Mrs. Harrell and carried unanimously (5-0). After the resolution is adopted by the Authority's Board, Mr. Welch will present it to the Board of Commissioners, and if approved, will request that it be forwarded to the Henry County Legislative Delegation with the request that it be presented during the 2019 Legislative session.

V. REPORT OF GENERAL MANAGER

GDOT Reimbursement Request – Jonesboro Road

Mr. Carnell reported concerning the status of the Authority's request for utility relocation assistance/reimbursement from GDOT for the Jonesboro Road (west) project. He advised that GDOT has confirmed receipt of the Authority's request, however, it was noted that the Authority should resubmit its request one year prior to the "Let" date for the project which currently expected to be April, 2020. It was noted that GDOT's policy states that assistance may be considered in cases of extreme hardship/financial burden. GDOT further noted that this project has been designated for a number of years and the "Let" date is at least two years out. Therefore, GDOT has encouraged the Authority to continue to budget for relocation expenses. Mr. Carnell advised that the Authority will monitor the project status and will resubmit the request at the appropriate time.

Request for Stormwater Fee Credits

Mr. Carnell reported concerning the Authority's ongoing efforts to obtain stormwater credits from Henry County Stormwater Department. He advised that a formal response was received from Mr. John Rutan advising that the Authority should follow the County's code to specifically apply for credit for each of the Authority's facilities. Mr. Sage has drafted the language for the exemption which will be submitted to the County as an update to the stormwater credit manual, hopefully by June, and will then be presented to the Board of Commissioners for adoption. Mr. Welch advised that it is important to confirm that the stormwater ordinance makes reference to the stormwater credit manual because the ordinance is superior to the manual and its provisions will control. Mr. Welch advised that he will review the ordinance.

Media Relations Report

Dr. Wood provided a media relations report concerning recent activities and press coverage.

VI. PROJECTS AND ADJUSTMENTS

The following project was reported to be in compliance within Authority policy, and Mr. Farmer recommended Board approval. There were no budget adjustments.

New Projects/Developer Projects:

EXT3613A Laney Drive WL EXT for 166 and 184

Motion was made by Mrs. Williams and seconded by Mr. Jenkins to approve the project as presented. The motion carried (5-0).

VII. APPROVAL OF MINUTES – April 12, 2018 Regular Board Meeting

The minutes of the April 12, 2018 regular meeting of the Board were approved on motion made by Mrs. Harrell and seconded by Mrs. Williams. The motion carried (5-0).

VIII. OTHER BUSINESS NONE

The Board took a brief recess at 9:10 a.m.

IX STRATEGIC PLANNING SESSION

The Board reconvened at 9:25 a.m. Mr. Carter gave opening remarks.

- **Review of Enabling Legislation/Policies/Procedures**

Mr. Carnell utilized a video presentation to review the Authority's policies and procedures which were established in accordance with the provisions set forth in the Authority's enabling legislation.

- **HCWA Capital Improvement Plan**

Mr. Scott Sage gave a presentation concerning the Authority's Capital Improvement Plan.

The Board took a short recess at 11:10 a.m. and reconvened at 11:15 a.m.

- **FY 19 Budget Review**

Mr. Burch reviewed the proposed budget for FY 19. A video presentation was used provide information concerning projected revenues/sources, expenditures and debt service requirements. Mr. Burch advised that after a thorough review of departmental budgets, it is anticipated that the proposed FY 19 budget will total \$67,370,000, and a resolution approving the budget will be presented to the Board for formal action at its June meeting. He encouraged Board members to contact him with any questions regarding the proposed budget.

The Board took a recess for lunch at 11:45 a.m. and reconvened at 1:00 p.m.

- **Succession Planning**

Mr. Farmer, Ms. Cooper and Ms. Smith gave a presentation concerning succession planning.

- **Review of Board Self-Assessment Process**

Ms. Cooper led a discussion and review of the recent Board self-assessment process.

X. EXECUTIVE SESSION NONE

XI. ADJOURNMENT

Motion was made by Mrs. Harrell and seconded by Mr. Holder to adjourn the meeting at 2:55 p.m. The motion carried unanimously (5-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk