

**MINUTES OF BOARD MEETING: May 4, 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 Monday, May 4, 2015 at the Tussahaw Water Treatment Plant, located at 199 Preservation Drive, Jackson (Henry County), Georgia. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:03 a.m. The following members were present: James C. Carter, Jr., Carlotta Harrell, Rick Jeffares, Mike Barr 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
Eric Osborne, Water Production Manager
Claudia Cooper, Employee Development Coordinator
Chris Wood, PhD, JWA
A.J. Welch, Jr. and Andy Welch, Smith, Welch, Webb & White

II. VISITORS Mr. Kelly Comstock, AWWA/GAWP

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for approval. There were no amendments and a Motion was made by Mr. Barr and seconded by Mr. Jenkins to approve the Agenda as presented. The motion carried unanimously.

IV. REPORT OF ATTORNEY

Mr. Welch advised he had no matters on which to report.

V. REPORT OF GENERAL MANAGER

Mr. Eric Osborne introduced Mr. Kelly Comstock, representing GAWP and the Georgia Section of AWWA who presented awards received for Water and Wastewater Plants of the Year. The Authority's Towaliga Water Treatment Plant was named Water Plant of the Year and the Walnut Creek Water Reclamation Facility received the Wastewater Treatment Plant of the Year award. It was noted that all five of the Authority's facilities received awards this year. The Bear Creek and Indian Creek Water Reclamation facilities received GAWP Gold Awards; while the Towaliga and Tussahaw Water Plants as well as the Walnut Creek Water

Reclamation Facility each received Platinum Awards. Mr. Comstock also announced that the Authority had won the award for Best Tasting Drinking Water in its District and then went on to be chosen Best Drinking Water in the State of Georgia. The Authority will now go on to compete at the national level. Mr. Comstock expressed his appreciation for Eric Osborne's service on the GAWP Board. Mr. Carter stated he is proud of the Authority and thanked the employees for their work. Mr. Barr noted that these awards are significant as the winner is chosen by peers in the industry.

Mr. Carter noted that today marks the beginning of National Drinking Water Week. He stated that the State of Georgia passed Senate Bill 119 which was introduced by Senator Jeffares, establishing the first Monday of the month of May each year as Water Professionals Appreciation Day. In observance of this special day, Resolution No. 2015-02 was presented and approved by the Board to express its appreciation and to recognize the Authority's employees. The resolution was passed on Motion made by Mr. Jeffares and seconded by Mr. Jenkins and carried unanimously (5-0).

Mr. Farmer provided a brief update concerning the status of the closure of River Road. He advised that on the second Tuesday of the month the Board of Commissioners will hold a public hearing to receive comments on the proposed road closure. It is anticipated that the Board of Commissioners will then take action on whether or not the road will be closed.

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

Mr. Farmer recognized Mr. Roderick Burch and the Authority's Finance Department for receiving GFOA's Award of Excellence in Financial Accounting. Mr. Burch has received this recognition for 6 consecutive years.

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. Carnell discussed the relocation projects on East Lake Road. He advised that the County's East Lake Road SPLOST project will require these relocations and that the Authority will split the cost for relocating the force main. The Authority's annual labor contractor will complete the relocation.

EXT3470	Belmont Farms Service & Meter Replacement
BC2803	Bear Creek – Lightening Damage
SPLOST3439A	SR 20 @ East Lake FM Relocation
SPLOST3439	SR20 @ East Lake W/L Relocation
ADMIN3476	IT Disaster and Recovery
DEV3469	Bojangles – Off Site Dev
EXT2963	South Point Professional Park Rev.

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 Mrs. Harrell

and seconded by Mr. Jeffares to approve the projects and budget adjustment as presented. The motion carried (5-0).

VII. APPROVAL OF MINUTES – March 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 March 10, 2015. There were no revisions and a Motion was made by Mr. Jeffares and seconded by Mr. Jenkins to approve the minutes as submitted. The motion carried (5-0). (Note: The Board did not meet in April.)

VIII. OTHER BUSINESS

Mrs. Harrell requested an update concerning credit and debit service fees. Mr. Burch advised that he will discuss this during the Board's work session following the conclusion of the Board meeting.

IX. EXECUTIVE SESSION No Executive Session was held.

X. ADJOURNMENT

Motion was made by Mr. Jeffares and seconded by Mr. Jenkins to adjourn the meeting at 8:40 a.m. The motion carried (5-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk

**MINUTES OF BOARD WORK SESSION MEETING: May 4, 2015 – 9:00 a.m.
HENRY COUNTY WATER AUTHORITY**

ATTENDANCE

The members of the Board attended a work session meeting, duly advertised, which was held on Monday, May 4, 2015 at the Tussahaw Water Treatment Plant, located at 199 Preservation Drive, Jackson (Henry County), Georgia. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:55 a.m. The following members were present: James C. Carter, Jr., Carlotta Harrell, Mike Barr 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
Claudia Cooper, Employee Development Coordinator
Chris Wood, PhD, JWA
A.J. Welch, Jr. and Andy Welch, Smith, Welch, Webb & White
Pedro Rossello and Scott Hennessey, Engineering Strategies, Inc.

DISCUSSION

Mr. Roderick Burch provided a power point presentation and financial/budget update which lasted approximately 90 minutes.

Mr. Scott Sage introduced Mr. Pedro Rossello and Mr. Scott Hennessey who gave a presentation concerning the Authority's 30 year CIP and Master Plan for water and wastewater. The presentation lasted approximately 60 minutes.

Mr. Rick Satterfield gave a brief report concerning safety and risk management.

Mr. Farmer discussed succession planning.

Ms. Claudia Cooper discussed the Board Self-Assessment process and Priority Setting which last approximately 90 minutes.

Mr. Jenkins made a motion to adjourn which was seconded by Mr. Barr and the meeting concluded at 3:38 p.m.

James C. Carter, Jr., Chairman

Kimberly M. Osborne, Clerk

