

**MINUTES OF BOARD MEETING: May 21, 2020**  
**HENRY COUNTY WATER AUTHORITY**

**I. CALL TO ORDER/ATTENDANCE:**

A meeting of the Henry County Water Authority Board, duly advertised, was held on Thursday, May 21, 2020, in the Engineering Conference Room of the Authority's Administrative campus located at 100 Westridge Industrial Blvd., McDonough, GA. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:00 a.m. The following members were present: James C. Carter, Jr., Cletonya Stidom, Warren Holder, Carlotta Harrell, and Zuwena Poole. The following Authority staff and consultants were present:

Administration: Lindy D. Farmer, Jr., Tony Carnell, Kim Osborne, Roderick Burch  
Division Managers: Pat Hembree, Scott Harrison, Scott Sage, Allen Rape  
Other Staff: Dan Newcombe, Claudia Cooper  
Legal Counsel: Andy Welch, Smith, Welch, Webb & White

**II. VISITORS: NONE**

**III. ACCEPTANCE OF AGENDA:** Mr. Carter presented the Agenda for acceptance by the Board. Motion was made by Ms. Poole and seconded by Mrs. Harrell to accept the agenda as presented. The motion carried (5/0).

**IV. REPORT OF ATTORNEY:**

Mr. Welch discussed the provisions of Governor Kemp's May 12, 2020, Executive Order "Reviving a Healthy Georgia". He advised that today's meeting of the Board is in compliance with this Order and noted that the Authority's operations are considered "essential services".

Mr. Welch also reported concerning the status of the property acquisition from Killearn Properties for the Cavanaugh Pump Station expansion. He advised that the Authority has a contract with J. T. Williams to purchase the needed property which also grants the Authority access to the property for construction activities. Mr. Welch advised that the banks which have a secondary interest in the property have refused to discuss the matter with him, therefore, condemnation will be required in order to obtain clear title to the property. He stated that a condemnation action will be filed forthwith.

**V. REPORT OF GENERAL MANAGER:**

Mr. Scott Sage gave a presentation highlighting projects identified in the Authority's 30 year Capital Improvement Plan for water and wastewater projects totaling \$933 million dollars. Mr. Sage advised that these projects must be completed based on current data available today. However, he noted that variables such as population projections could require revisions to the CIP. This presentation provided pertinent information for Mr. Burch's review of the proposed FY21 budget which followed.

Mr. Burch reviewed the Authority's proposed FY21 budget. He advised that the budget must be in place by June 30<sup>th</sup>. He presented estimated revenue and expenditures for FY21 and also discussed budget to actual figures for 2019-2020. He discussed revenue sources: water and sewer sales; connection fees; impact fees and various other fees. He then reviewed estimated expenditures for FY21 which fall into three main categories: debt, personnel and operating expenses. He stated that the goal is to adopt a budget that meets the Authority's operating expenses and provides some funding for its CIP projects. He noted that the Authority

continues to operate on a “pay as you go” approach to funding projects where possible which provides a significant savings in interest. Mr. Burch advised that the FY21 proposed budget is \$71,251,382, which is a 3% increase over last year’s budget. He stated a resolution to adopt the budget will be presented for Board action at its June meeting. He encouraged members of the Board to contact him prior to that time to discuss any questions.

Mr. Carnell advised that Henry County recently received notice that its ISO rating had been elevated to ISO 2 which is an improvement over its previous ISO 4 rating. Mr. Carnell explained the evaluation process which required participation from both Henry County staff as well as Authority staff. He stated that this is very good news for Henry County property owners in that they should realize a reduction in homeowners insurance premiums due to the improved rating. Mr. Farmer expressed his appreciation to Authority staff for their work on this project and noted that this accomplishment is significant for Henry County.

**VI. PROJECTS AND ADJUSTMENTS:** The following projects were presented, noted to be in compliance with Authority policy and were recommended for approval by the Board.

|             |                                   |
|-------------|-----------------------------------|
| EXT2593     | Oak Street Force Main Replacement |
| MTRUPG3486N | Route 320 Iperl Meter Replacement |
| DEV2130     | South Point Shops F               |
| DEV3553     | Road A Phase 2 Jodeco Town Ctr    |
| DEV3652     | Shops at Ola Crossing             |
| DEV3660     | Broder Farm                       |
| DEV3681     | Reserve at Calcutta               |
| DEV3694     | Colvin Crossing                   |

The following budget adjustment was presented: EXT3237C Lower Towaliga RWPS Upgrade

Motion was made by Mrs. Stidom and seconded by Ms. Poole to approve the projects and project adjustment as presented. The motion carried unanimously (5/0).

**VII. APPROVAL OF MINUTES:** March 12, 2020 Regular Meeting & April 16, 2020 Called Meeting

The minutes of the March 12, 2020 Regular Meeting and the April 16, 2020 Called Meeting of the Board were approved on motion made by Mrs. Harrell and seconded by Mr. Holder. The motion carried (5-0).

**The Board took a brief recess at 10:00 a.m. and reconvened at 10:16 a.m. Mrs. Stidom departed the meeting at this time in order to attend another appointment.**

**VIII. OTHER BUSINESS:** Ms. Cooper distributed to the Board the Results Report concerning the Board’s annual self-assessment process. A discussion was also held concerning succession planning.

**IX. EXECUTIVE SESSION: NONE**

**X. ADJOURNMENT:** Motion was made by Mr. Holder and seconded by Ms. Poole to adjourn at 11:48 a.m. The motion carried (5-0) and the meeting was adjourned.

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James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk