



Henry County Water Authority

BOARD MEETING

MINUTES

December 9, 2021 - 8:00 a.m.

Attendance:

Members of the Board: Cletonya Stidom, Chair; Sandra Rozier, Vice Chair; Siddiqa Gibson, Secretary; Jimmy Carter, Warren Holder and Fred Mays

Authority Staff: Tony V. Carnell, General Manager; Kim Osborne, Clerk; Karen Lake, Sr. Admin. Asst.; Roderick Burch, CFO; Division Managers: Pat Hembree, Scott Sage, Allen Rape and Scott Harrison
Managers: Dave Peterson, Finance and Allen Branan, Inspections

Authority Counsel: Andy Welch, Smith, Welch Webb & White

Visitors: Pastor Edward Lee (Retired) – Shiloh Baptist Church
Mr. Tommy Lee

1. CALL TO ORDER Chair Stidom called the meeting to order at 8:01 a.m.
2. INVOCATION Mr. Mays introduced Pastor Edward Lee who gave the invocation.
3. ACCEPTANCE OF AGENDA Motion was made by Mrs. Rozier and seconded by Mr. Carter to accept the agenda as presented. The motion carried (6/0).
4. REPORT OF ATTORNEY

- Redemption of Series 2012 Bonds (Resolution No. 2021-18)

Mr. Welch addressed the Board concerning redemption of the Authority's Series 2012 bonds in the amount of \$12 million dollars. He explained that the current interest rate on the bonds is 5%. By paying off these bonds the Authority will save \$2.5 million dollars which will be designated for the expansion of the Walnut Creek Water Reclamation Facility. Mr. Welch advised that the redemption will take place in February, 2022, however, notice must be provided to the bond holders of the Authority's intent to redeem the bonds. Motion was made by Mrs. Gibson and seconded by Mr. Holder to approve and adopt Resolution No. 2021-18 authorizing the redemption of the Series 2012 bonds and further authorizing Chair LaGrand or the General Manager to provide direction to the Bond Registrar (U.S. Bank) to redeem said bonds on February 1, 2022. The motion carried (6/0).

- Amendment of FY22 Annual Operating Budget For Series 2012 Bond Redemption (Resolution No. 2021-19)

Mr. Welch advised the Board that in order to pay off the series 2012 bonds, the Authority's FY22 budget will need to be amended in order to reflect the funds needed for the payoff. There was no further discussion and a motion was made by Mr. Carter and seconded by Mrs. Rozier to adopt Resolution No.

2021-19 approving the amendment of the FY22 Operating Budget by increasing it in the amount of \$12,005,000 bringing the total FY22 Operating Budget to \$83,786,808. The motion carried (6/0).

5. REPORT OF GENERAL MANAGER

- Low Income Household Water Assistance Program (LIHWAP) Resolution No. 2021-20

Mr. Carnell advised that American Rescue Act Funds have been released to the State and the Department of Family and Children's Services will use some of those funds to provide assistance to low income households for the payment of water and sewer bills through the Low Income Household Water Assistance Program. In order to participate in the program, the Authority will need to enter into an agreement with DFACS with Board approval. Mr. Welch has reviewed the proposed contract and has made one point of clarification concerning responsibility for handling reporting requirements. He recommended the Board take action to approve the contract in both forms, with the point of clarification and without it, in the event DFACS does not approve the clarification that was inserted. Mr. Carnell advised that he had spoken with a representative of DFACS who has confirmed that the agency will be responsible for reporting requirements. Motion was made by Mrs. Rozier and seconded by Mr. Holder to approve Resolution No. 2021-20 authorizing the execution of the agreement with the Georgia Department of Human Services, Division of Family and Children Services, in both forms, with and without the point of clarification made by Mr. Welch, in accordance with his recommendation. The motion carried (6/0).

- Renewal of Annual Labor Contract for Water Line Extensions (Scott Sage)

Mr. Carnell addressed the Board concerning the renewal of the annual labor contract for water line extensions. He noted the benefits of having such a contract, allowing the Authority to maintain a smaller staff, saving money on equipment costs and minimizing the Authority's liability. He also noted that by utilizing an annual labor contractor, the Authority can respond quickly to utility relocations which may be required for SPLOST projects. He advised that under the Authority's current contract with Professional Pipeline, LLC, there is a provision for a one year renewal of the contract with no change in unit pricing from last year. Mr. Branam advised that the contractor has completed eight projects for the Authority and that staff has been very satisfied with the work. Following discussion, motion was made by Mr. Carter and seconded by Mr. Holder to approve a one-year contract extension with Professional Pipeline, LLC.

- January, 2022 Board Meeting and 2022 Meeting Schedule

A discussion was held concerning the Board's meeting schedule for 2022. It was agreed that meetings continue to be held on the second Thursday of each month with the exception of the month of May. The May meeting will be held on the third Thursday of the month. It was suggested that the meeting time be set at 8:30 a.m. and that meetings continue to be held in the Engineering Conference Room. Motion was made by Mrs. Gibson and seconded by Mrs. Rozier to set the Authority's 2022 board meeting schedule as proposed (Resolution No. 2021-21). The motion carried (6/0).

6. PROJECTS and ADJUSTMENTS

Mr. Hembree provided additional details concerning the Big Cotton Indian Creek Pump Station VFD project, and Mr. Sage reviewed the remaining projects. There was no further discussion and a motion

was made by Mr. Carter and seconded by Mr. Holder to approve the projects as presented. The motion carried (6/0).

| | | |
|---------------------------|----------|--|
| New Projects (Authority): | EXT2687B | Big Cotton Indian Creek Pump Station VFD |
| | EXT3775 | 247 Foster Drive W/L Ext. |
| Developer Projects: | DEV3630 | The Landing Townhomes |
| | DEV3727 | North Ola & Highway 81 Sewer Ext. |
| | DEV3751 | Campground Crossing |
| | DEV3768 | SCP Jonesboro Mixed Use |
| | DEV3725 | Kelleytown Village |
| Budget Adjustments: | NONE | |

7. APPROVAL OF MINUTES November 18, 2021 Regular Meeting of the Board

Motion was made by Mr. Carter and seconded by Mr. Holder to approve the minutes of the Open Session portion of the November 18, 2021 meeting. There was no discussion, and the motion carried (6/0). The Board will take action on the minutes of the Executive Session at its January meeting.

8. OTHER BUSINESS Approval of Revised Minutes (November 2 & 3, 2021 Board Meetings)

Mr. Welch presented the revised Open Session and Executive Session minutes of the Board's Called Meetings held on November 2, 2021 and November 3, 2021. He noted that following the Board's approval of the Minutes at its November 18th meeting, he made some additional revisions. He recommended the Board take action to approve the revised Minutes as presented. He also noted that he had made a correction concerning the time in the November 2nd Open Session Minutes and Executive Session Minutes. He advised that the Board will need to approve the Minutes to include this correction. Motion was made by Mrs. Gibson and seconded by Mr. Mays to approve the November 18th Executive Session Minutes with the corrected time to be noted as 11:58 a.m. The motion carried (6/0). Motion was made by Mrs. Gibson and seconded by Mr. Mays to approve the Open Session Minutes of the Board's meeting held on November 2nd with the same change in time as noted above. The motion carried (6/0).

Motion was made by Mrs. Gibson and seconded by Mr. Carter to approve the Open Session Minutes of the November 3, 2021, Board meeting as presented. There was no discussion and the motion carried (6/0). Motion was made by Mrs. Gibson and seconded by Mr. Mays to approve the Executive Session Minutes of the November 3, 2021, Board meeting. There was no discussion and the motion carried (6/0).

9. ADJOURNMENT

There being no further business, motion was made by Mr. Carter and seconded by Mr. Holder to adjourn the meeting at 8:45 a.m. The motion carried (6/0).

Cletonya LaGrand Stidom, Chair

Kim Osborne, Clerk



Henry County Water Authority
AGENDA
(Amended)

Board Meeting
December 9, 2021 – 8:00 a.m.

1. CALL TO ORDER/WELCOME VISITORS

2. INVOCATION

3. ACCEPTANCE OF AGENDA

4. REPORT OF ATTORNEY

- Redemption of Series 2012 Bonds (Resolution No. 2021-18)
- Amendment of FY22 Annual Operating Budget For Series 2012 Bond Redemption (Resolution No. 2021-19)

5. REPORT OF GENERAL MANAGER

- Low Income Household Water Assistance Program (LIHWAP) Resolution No. 2021-20
- Renewal of Annual Labor Contract for Water Line Extensions (Scott Sage)
- January, 2022 Board Meeting and 2022 Meeting Schedule

6. PROJECTS and ADJUSTMENTS

New Projects (Authority): EXT2687B Big Cotton Indian Creek Pump Station VFD
 EXT3775 247 Foster Drive W/L Ext.

Developer Projects: DEV3630 The Landing Townhomes
 DEV3727 North Ola & Highway 81 Sewer Ext.
 DEV3751 Campground Crossing
 DEV3768 SCP Jonesboro Mixed Use
 DEV3725 Kelleytown Village

Budget Adjustments: NONE

7. APPROVAL OF MINUTES November 18, 2021 Regular Meeting of the Board

8. OTHER BUSINESS Approval of Revised Minutes (November 2 & 3, 2021 Board Meetings)

9. ADJOURNMENT



Henry County Water Authority
Engineering Memorandum

Date: November 30, 2021
To: Tony V. Carnell, PE – General Manager
Cc: Scott Sage, PE – Engineering Division Manager
From: Allan Branan
Re: Renewal of 2021 Annual Labor Water Line Contract

Per the 2021 contract, “Upon mutual agreement between the Contractor and the Authority, this Annual Labor Contract may be extended one additional year through 2022 provided there are no changes in the unit prices supplied with this bid.”

Based on Professional Pipeline LLC’s performance to date, the Construction & Inspections Department of HCWA has extended the invitation to the 2021 Annual Labor Water Line Contractor to renew their contract for an additional year.

In response, Professional Pipeline LLC has agreed to honor their 2021 prices for the 2022 calendar year. The 2022 extension agreement is attached, along with the executed copies of the 2021 contract and bid prices. Authorization to extend the contract is therefore contingent upon approval by upper management, as well as the HCWA Board. The total price of the contract is below.

| Contractor: | Bid Selection Price: |
|---------------------------|-----------------------------|
| Professional Pipeline LLC | \$1,386,562.00 |

Contractors were required to provide unit pricing for each line item listed within the contract bid tabulation sheet, however, no quantities were provided prior to bid opening. After the bid opening, the bidder was issued a copy of the official Bid Selection Form, which is used to determine the apparent low bidder. The Bid Selection form included quantities from five (5) upcoming HCWA projects and was the basis for evaluating bids.

PROFESSIONAL PIPELINE LLC

2472 AUTUMN MAPLE DRIVE, BRASELTON, GA 30517

November 29, 2021

Henry County Water Authority
Attn: Allan Branan
100 Westridge Industrial Blvd.
McDonough, GA 30253

RE: Renewal of 2021 Annual Labor Water Line Contract

Mr. Branan:

Professional Pipeline LLC will honor our current prices for the calendar year of 2022 for the Annual Labor for water mains. I, Chris Opolka will oversee all aspects of field work and contract administration. I will assure that the same quality of work is maintained or exceeded in upcoming contract period upon renewal. We have more than adequate equipment and personnel to handle any project or projects the Authority needs completed.

Thank you,



Chris Opolka, President

Professional Pipeline LLC, as current holder of the Henry County Water Authority 2021 Annual Labor Water Line Contract, hereby agrees to honor its contract bid for the calendar year 2022. A copy of the 2021 contract bid is attached for reference.

Signed this 13th day of DECEMBER, 202 1

PROFESSIONAL PIPELINE LLC

By: Christopher A. Pirella
Title: president

Signed, sealed and delivered
In the presence of:

Gene D. Gardner
Witness

Angela M. SL
Notary Public
My Commission Expires: 2-22-22



HENRY COUNTY WATER AUTHORITY

In accordance with line 35 of the original contract, the HCWA hereby authorizes the additional one year extension.

Allan Branan
Allan Branan
HCWA Construction & Inspections Manager

Scott Sage
Scott Sage, PE
HCWA Engineering Division Manager

Tony V. Carnell
Tony V. Carnell, PE
HCWA General Manager

Signed, sealed and delivered
In the presence of:

Kan Pak Thompson
Witness

Kymberly June Osborne
Notary Public
My Commission Expires: 12-19-23



Henry County Water Authority
ADMINISTRATION

MEMORANDUM

To : Members of the Board
From : Tony V. Carnell, General Manager
Date : December 2, 2021
Re : Low Income Household Water Assistance Program

Good Afternoon Members of the Board:

The Authority has become aware of the **Low Income Household Water Assistance Program (LIHWAP)**, a federal program which helps low-income households pay for drinking water and wastewater services for their homes. LIHWAP is managed by the Georgia Division of Family & Children Services (GA DFCS) and administered by the Community Action Agency (CAA) Clayton County Community Services Authority, Inc.

Georgia received a total of \$37.1M to operate LIHWAP. On January 3, 2022, the program will begin serving households that contain seniors 60 years of age and older and households that contain children five years of age and younger. All other households will be eligible to receive LIHWAP assistance beginning February 1, 2022. If there is an arrearage/past due amount for the water bill, the program will pay the entire arrearage/past due amount AND issue a \$300 or \$500 benefit depending on the household's income, toward the current water bill. If there is no arrearage/past due amount on the water bill, households can expect to receive either a \$300 or \$500 benefit depending on the household's income, toward the current water bill. The bill must be current and dated no older than 30 days prior to the intake appointment.

I am attaching a Fact Sheet which provides more information about the program. This matter has been placed on the Board's agenda for further discussion.

RECOMMENDATION: It is my recommendation that the Board approve entering into an agreement with CCA for the administration of this program on behalf of the Authority.

FAQ

Low Income Household Water Assistance Program (LIHWAP) Program, Georgia Division of Family & Children Services (DFCS)

LIHWAP is a federal program that helps low-income households pay for drinking water and wastewater for their homes.

What are the legislative instructions behind the Low-Income Household Water Assistance Program?

The Consolidated Appropriations Act, 2021 (Public Law No.: 116-260) signed on December 27, 2020, included \$638 million in funding with instructions for the Administration for Children and Families (ACF) within the U.S. Department of Health and Human Services (HHS) to carry out grants to states, territories and tribes to assist low-income households with water and wastewater bills. Additionally, on March 11, 2021, the American Rescue Plan Act of 2021 (Public Law No.: 117-2) appropriated an additional \$500 million to the new LIHWAP effort.

Georgia received a total of \$37.1M to operate LIHWAP

When can I apply for LIHWAP assistance in Georgia? LIHWAP will open on November 1, 2021 in Georgia and will prioritize households that have an arrearage or past due water bill through the remainder of the year. On January 3, 2022, the program will begin serving households that contain seniors 60 years of age and older and households that contain children five years of age and younger. All other households will be eligible to receive LIHWAP assistance beginning February 1, 2022.

Will LIHWAP pay for my whole water bill? The amount of assistance is determined by household size, income, and composition. LIHWAP benefits will only be issued directly to the household's water supplier. If you have an arrearage/past due amount for your water bill, the program will pay the entire arrearage/past due amount AND issue a \$300 or \$500 benefit depending on the household's income, toward your current water bill. If you do not have an arrearage/past due amount on your water bill, you can expect to receive either a \$300 or \$500 benefit depending on the household's income, toward your current water bill.

Can LIHWAP help with my energy bill? No, LIHWAP assistance can only be used for drinking water or wastewater services bill payment. For assistance with your energy bill, please inquire with the Community Action Agency about the LIHEAP program.

Who manages the program for Henry County? Community Action Agency (CAA) CAAs are intended to support self-sufficiency to low-income individuals and families. In Georgia, there are 19 Community Action Agencies that perform supportive activities in all 159 counties in Georgia.

Henry County CAA: Clayton County Community Services Authority, Inc. Phone: 404-363-0575
<http://www.claytoncountycsa.org> Clayton, Fayette, Henry