



Henry County Water Authority

MINUTES

BOARD MEETING

October 12, 2023 – 8:30 a.m.

A meeting of the Henry County Water Authority Board, duly advertised, was held on Thursday, October 12, 2023, at the Authority's Administrative offices (Engineering Building) located at 100 Westridge Industrial Blvd., McDonough, GA. The following Board members were present: Jimmy Carter, Chair; Sandra Rozier, Vice Chair; Myra Lott, Secretary/Treasurer; Bruce B. Holmes, Member; Warren Holder, Member; Fred Mays, Member-At-Large

HCWA Attendance: Administration - Tony V. Carnell, General Manager; Karen Lake-Thompson, Clerk; Dave Peterson, CFO. Directors: Tamara Woodie, Human Resources, Dan Newcombe, IT, Tara Brown, Strategic Planning, Division Managers: Pat Hembree, Scott Sage, Allen Rape. Staff: Travis Jackson, Keith Hyde, Jacob Polvi, Michael Dodson, Beverly Smith and Adam Waits.

Counsel: Andrew Welch, III (Smith, Welch, Webb & White, LLC)

1. CALL TO ORDER/WELCOME VISITORS

The meeting was delayed due to unprecedented traffic congestion, caused by downed power lines.

Mrs. Rozier, Vice-Chair called the meeting to order at 8:53 AM and welcomed all in attendance.

2. INVOCATION

Mrs. Rozier introduced Minister Austin Aldridge, First Baptist Church of McDonough who gave the invocation.

3. ACCEPTANCE OF AGENDA

Motion was made by Mr. Holder and seconded by Mr. Holmes to accept the agenda as presented. The motion carried (6/0).

4. PUBLIC COMMENT None

5. REPORT OF ATTORNEY

Resolution (2023-15): Authorizing the General Manager, and/or Staff to Execute Easements

Mr. Welch addressed the Board stating this resolution will ensure that the Board is aware of easements that are dedicated to the Authority, and that easements meet HCWA standards and are inspected properly.

There being no further discussion, motion was made by Mr. Holmes and seconded by Mrs. Lott to approve HCWA Resolution 2023-15 as presented. The motion carried (4/0/2). *Mr. Carter and Mr. Mays were not present at the time of the vote.*

Resolution (2023-16): Authorizing the Acquisition of Certain Easement Areas and Rights on Property Owned by Waterford Apartments for Public Sewer Purposes (Highway 42 N Public Safety Complex)

Mr. Mays entered meeting at 9:07AM.

Mr. Welch stated that the easement will serve public safety buildings (police & fire station) on Hwy 42N. Sewer service was requested by Henry County to serve the public safety/fire station buildings in exchange for ARPA (American Rescue Plan Act) funding. Mr. Welch explained that there has been recent progress on acquiring the easement, however, he would like the Board to approve the resolution in order to continue moving forward. Mr. Sage showed the location on the map. Mr. Carnell stated the urgency of the project and explained that the project has already been advertised for bidding. Some of the Police Department personnel has already moved into the building and the septic tank does not provide sufficient capacity.

Motion to approve Resolution 2023-16 as presented was made by Mr. Holder and seconded by Mr. Holmes. The motion carried (5/0/1). *Mr. Carter was not present at the time of the vote.*

6. REPORT OF GENERAL MANAGER

Mr. Carter entered meeting at 9:10AM.

Mrs. Rozier welcomed Chair Carter and Mr. Mays, then turned the meeting over to Mr. Carter.

AJC News Article on Perfluoroalkyl substances (PFAS)

Mr. Hembree provided an update on a recent AJC News article regarding PFAS (Polyfluorinated Alkyl Substances). HCWA was contacted to provide a statement for the article and staff shared information on the issue with reporters. Mr. Hembree stated that utilities are being tasked by the Environmental Protection Agency (EPA) to collect data and test source water for 29 different PFAS compounds. He explained the sampling protocol as well as HCWA having to send the samples to an outside lab, because HCWA does not have the equipment to test down to parts per trillion (ppt).

Two of these PFAS substances, (PFOA) Polyfluoro Octanic Acid and (PFOS) Polyfluoro Octane Sulfonic, have been identified by the EPA for future regulation. Mr. Hembree explained the future MCL (Maximum Contaminant Level) to be set by the EPA for PFOS and PFOA will be 4 parts per trillion. He also presented a "What if scenario" for removal if PFOS or PFOA were ever to be found above MCL levels in HCWA source waters, explaining that both of our water plants are already equipped to feed activated carbon which is currently used to treat taste and odor issues. Activated carbon can also be used as an effective treatment for PFAS substances.

Mrs. Rozier stated, she is glad HCWA is getting ahead of PFAS with public education. Mr. Carnell shared that HCWA does not put PFAS into the system, PFAS is received into our system by outside industries and various consumer products and it is very hard tracking the source(s) of PFAS. Mr. Carnell thanked HCWA Customer Service and Mr. Hembree's staff for addressing these issues with the public.

Effective Utility Management (EUM) Committee Reports

Mr. Carnell stated that the Effective Utility Management (EUM) was developed by APWA (American Public Works Association) and other partners and adopted by some utilities as a basis for setting goals and objectives. The Authority focused on four (4) of the ten (10) attributes for its Goals & Objectives.

Mrs. Brown reported on the Customer Satisfaction (CS) group developing criteria for tracking customer complaints and escalations of issues. In 4.5 months, the group identified only 15 escalations out of 72,000 customer accounts. The CS group also identified areas to conduct Customer Education Campaigns based on the Customer Survey results from last year. Those areas included public use area awareness, cost benefits of drinking tap water vs. bottled water, and customer payment methods.

The Infrastructure Strategy & Performance (ISP) group completed development of emergency response plans for lift stations and force mains and also the Hampton Isolated Pressure Zone. They are also developing a template for the Emergency Response Plan (ERP) to address extended power outages at the water treatment plants. The ISP group also moved forward with testing the venturi meters at the water plants. This was contracted out this year, but will be done in-house in the future. Having these meters tested will increase our Non-Revenue Water scores on our annual EPD Water Loss Audit.

Mr. Hyde provided an update on the Operational Optimization (OO) group focus on remote hydrant flushing. He stated moving from manual to remote hydrant flushing, saves HCWA time and money as well as the safety of crews physically flushing 50 hydrants on average 3x times a year. Another benefit of remote flushing is that it can be done after hours, minimizing public impact of water being flushed, as well as keeping water lines cleaner for longer times. A question was asked about the purpose of flushing. Mr. Carnell explained the main reason for flushing is that when water is stagnated, chlorine levels can drop, thus we send crews out to flush the water. Mr. Carnell also stated that the water model created by Patrick Kelley (Sr. Water Resources Engineer) has helped to limit hydrant runs of stagnant water.

Mr. Polvi also reported on the OO group evaluating emergency after-hours call procedures and improvements. The group surveyed about 80 utilities and compiled the data, noting that large utilities are using call centers, while some smaller utilities use 911 call centers to handle emergency after-hour calls. The OO group has come up with a 3-phase plan:

1. After-hours emergency calls will continue to go to the Water Treatment Plant operators who use work order and customer service notes to help navigate solutions.
2. Update IVR (Interactive Voice Response) phone system to direct calls to on-call/emergency response staff.
3. Future Plan (5+ years or more) – there is an expectation of population increase, so will customer call volume, HCWA will possibly need dedicated staff to handle those calls in the future.

Mrs. Woodie reported on the Employee Leadership & Development (ELD) group accomplishments and goals. HCWA partnered with SCTC (Southern Crescent Technical College) and successfully enrolled 12 summer interns who worked with HCWA over the summer. There are currently two (2) high school students still interning via work-based learning program at the Towaliga treatment plant. Mrs. Woodie also shared the launch of a new Safety Campaign where employees were asked to get creative with a new logo and slogan, the winning submission resulted in “Water you doing for Safety?”. She also demonstrated the new QR code program where employees can report safety concerns via dashboard (built internally by HCWA’s Geographic Information System Team). Once submitted the issues/concerns are viewable by Human Resources and Safety team.

Mrs. Woodie also shared the success of HCWA’s Leadership Academy graduating class of 12 employees and stated there will be mentor/mentee training for those graduates to continue development throughout next year. She also introduced members of the Leadership Academy.

Mr. Mays asked if internships are paid. Mrs. Woodie responded yes, interns are paid \$14 an hour. Mr. Mays also asked if employees are disciplined for unsafe behavior. Mrs. Woodie responded that HCWA does have progressive employee discipline protocols ranging from level 1 (verbal warning) to termination depending on the issue.

Mr. Carnell thanked the EUM presenters and stated that EUM groups’ goals have come from the employees, not from management. He stated that these groups have come up with great ideas which have added to the success of HCWA.

Update on Flippen Road Development

Mr. Carnell provided an update on the Flippen Road Development, HCWA staff have met with US Army Corp of Engineers, Fayette County, developers and attorneys to work through technicalities and plan submission

process to come up with a solution. Lastly, Mr. Carnell stated that this development has been the most bureaucratic experience in his 28-year tenure with HCWA.

The Water Tower Institute Board of Directors

Mr. Carnell stated that he was nominated and selected to serve on The Water Tower Institute (TWTI) Board of Directors. He further explained that TWTI is a 501c3 water industry hub for research, innovation and technology. He accepted the 3-year term and looks forward to serving on the Board, as well as all of the opportunities that will assist HCWA in the future.

HCWA's Youth & Veterans Deer Hunts

Mr. Carnell encouraged the Board to come out to HCWA's Youth & Veterans Deer Hunts taking place October 21st, November 4th, & November 18th. He also shared that these hunts provide new exposure to the youth and also an opportunity to honor Henry County veterans with a day of service. Mr. Carnell also stated that our spray fields are overrun with deer and this is an excellent way of managing our Land Application System (LAS).

HCWA Fall Supplier Conference

Mr. Carnell announced HCWA's Fall Supplier Conference scheduled for October 24th in our Engineering Building. HCWA's supplier conference promotes how to do business with HCWA. Archer Western and PC Construction (Contractors awarded the Walnut Creek Expansion - \$181 Million project) will also be onsite to share subcontracting opportunities. HCWA has also partnered with CCWA, and they will also share business opportunities available in Clayton County. Henry County Government was also invited to attend.

Henry National Night Out

Mr. Rape encouraged everyone to attend the Henry National Night Out event on October 27th, promoting public safety to the community. HCWA will be onsite with our Water Drop mascot as well as our Water Monster (large water cooler). There will be about 8K attendees, and representation from Henry County (Board of Education, Fire Department, Sheriff), and the Department of Natural Resources.

Atlanta Regional Commission – State of the Region

Mr. Carnell gave a reminder that HCWA has reserved a table for ten (10) at the upcoming Atlanta Regional Commission - State of the Region taking place October 27th.

HCWA Model Water Tower Competition

Mrs. Brown announced HCWA's upcoming Model Water Tower (MWT) competition taking place on November 3rd. The MWT competition is a STEM based program open to all Henry County Middle School students to boost creativity and develop engineering skills. Mrs. Brown stated that seven (7) schools have committed to participating. She also invited the Board to come out to judge, interview or view the water towers during the competition.

Charity Kickball Tournament

HCWA's Water Warriors placed 2nd in a charity kickball tournament on Saturday, October 7th, benefiting the Hands of Hope Medical Clinic charity. Mrs. Rozier commended HCWA for taking community engagement to another level and that the Board supports it.

7. PROJECTS and ADJUSTMENTS

Mr. Sage addressed the Board regarding the new projects, stating EXT3779A is a private property petition, EXT3850E is an ARPA funding exchange and SPLOST3491A is the final sewer design.

- New Projects: EXT3779A South Mount Carmel Road W/L Ext
EXT3850E Peeksville Road W/L Ext
SPLOST3491A Fairview @ West Panola Sewer Ext Phase 3 Design

There being no further discussion a motion was made by Mr. Holmes and seconded by Mrs. Rozier to approve the New Projects as presented. The motion carried (6/0).

- Developer Projects: DEV3851 Kelly Green Acres
DEV3862 Frog Road Convenience Store
DEV3866 Westwind

Mr. Sage also presented the developer projects, stating DEV3851 has 442 lots, and DEV3866 has 126 lots. He also showed the map location for each project.

There being no further discussion motion was made by Mrs. Rozier and seconded by Mr. Mays to approve the Developer Projects as presented. The motion carried (6/0).

- Budget Adjustment: None

8. APPROVAL OF MINUTES

Motion was made by Mrs. Rozier and seconded by Mrs. Lott to approve the September 14, 2023 Executive Session Meeting minutes. The motion carried (6/0).

Mr. Carter asked the Board if they received the amendment that was sent out the day prior. The Board responded that they received it. Motion was made by Mr. Holder and seconded by Mr. Mays to approve the September 14, 2023 Regular Board Meeting minutes. The motion carried (6/0).

9. EXECUTIVE SESSION None

10. OTHER BUSINESS

Review of General Manager Evaluation Process

Mr. Carter stated all of the Board members have completed the 1:1 interviews with HRKS and the next steps would be HRKS compiling a report resulting from the General Manager's (GM) self-evaluation and Board member responses. This report will be sent to Board members by November 3, 2023. HRKS will present GM evaluation results during the Executive Session at the November 9, 2023 Board meeting. HRKS will present the final results at the December 14, 2023 Board meeting (Regular Session).

PFAS (Perfluoroalkyl substances)

Mr. Holder asked Mr. Hembree if the health department tests private wells for PFAS. Mr. Hembree responded he was not sure.

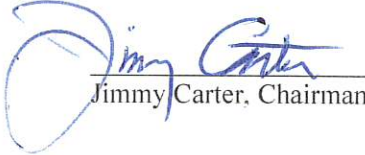
Butts County – Rock Quarry

Mr. Carnell shared that he was contacted by the Butts County Attorney to possibly testify in court regarding the proposed rock quarry in Butts County. He stated that HCWA took a position of opposition to the rock

quarry due to its close proximity to HCWA's Tussahaw Reservoir and Dam back in 2020. Mr. Carnell made the Board aware that he was waiting to hear back from the Attorney.

11. ADJOURNMENT

Motion was made by Mrs. Rozier and seconded by Mr. Holder to adjourn the meeting at 10:17AM. The motion carried (6/0).



Jimmy Carter, Chairman

Karen Lake-Thompson
Clerk