

**MINUTES OF BOARD MEETING: October 13, 2016 – 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 Thursday, October 13, 2016, at the Authority's Administrative offices located at 1695 Highway 20 West, McDonough, GA. Mr. James C. Carter, Jr., Chairman, called the meeting to order at 8:04 a.m. The following members were present: James C. Carter, Mike Barr, Carlotta Harrell, Rick Jeffares and Harold Jenkins. The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager  
Roderick Burch, CFO  
Pat Hembree, Div. Mgr., Water & Wastewater  
Scott Sage, Div. Mgr. Engineering  
Scott Harrison, Div. Manager, Operations  
Kim Osborne, Clerk  
Andy Welch, Smith, Welch, Webb & White

**II. VISITORS**

Mr. John Page addressed the Board about his concern for the additional fee the Authority charges for irrigation meters as a means of billing for agricultural water use. He would like the Authority to consider a tiered billing system. Mr. Carter noted that Mr. Page had addressed the Board concerning this issue at the September meeting, and following that meeting Mr. Page had further discussion with Mr. Burch. Mr. Carter advised Mr. Page to meet again with Mr. Farmer and Mr. Burch. Mr. Farmer requested that Mr. Page address his concerns in writing providing additional data for review by the Authority's staff. Upon receipt of the requested information, a meeting will then be scheduled with Mr. Page. Mr. Farmer will then provide information to the Board for further review.

**III. ACCEPTANCE OF AGENDA**

Mr. Carter presented the Amended Agenda to the Board for approval. The Agenda was amended to include a discussion item concerning the Airport Sanitary Sewer project; discussion of the General Manager's evaluation process by Ms. Claudia Cooper; and an updated report on drought contingency/reservoir levels. Motion was made by Mr. Barr and seconded by Mr. Jeffares to accept the Amended Agenda as presented. The motion carried (5-0).

**IV. GENERAL MANAGER'S EVALUATION**

Claudia Cooper distributed to members of the Board information concerning the General Manager's annual review. She reviewed instructions for completing the evaluation as well as key dates for completing the process. Members were requested to submit their responses to Ms. Cooper

by October 28<sup>th</sup>. Mr. Carter, Chairman, and Mr. Harold Jenkins were designated to review the evaluation process this year. Mr. Carter encouraged members to return evaluation materials promptly to Ms. Cooper.

**V. REPORT OF ATTORNEY**

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

**VI. REPORT OF GENERAL MANAGER**

**Indian Creek WRF 3 mgd Expansion – Recommendation of Award of Contract (Pat Hembree)**

Mr. Hembree addressed the Board concerning bids that were received for the expansion of the Indian Creek wastewater treatment facility from a 1 ½ mgd to 3mgd facility. He noted that several contractors were interested in the project, but only three contractors picked up plans for the project. He attributed this to the fact that many contractors are working on other projects as construction activity has picked up around the state. He advised that bids were received on October 4, 2016 from the following bidders:

Reeves Young LLC	\$19,712,916
Petticoat-Schmidtt Civil Contractors, Inc.	\$20,469,000
Ruby-Collins, Inc.	\$20,727,776

Mr. Hembree advised that Reeves Young LLC submitted the lowest bid for the project. He feels the contractor has the experience and technical expertise to complete the project. It was his recommendation that the contract be awarded to Reeves Young LLC in the amount of \$19,712,916. Mr. Farmer pointed out that Mr. Burch has been reserving funds for this project, and through his efforts, the Authority will be able to complete this project and incur no additional debt. Mr. Burch noted that this project appears on the Projects and Adjustments list at a total cost of \$20,300,000. He explained that this amount includes \$600,000 for inspection fees and engineering costs, and when added to the bid submitted by Reeves Young LLC, totals \$20,300,000. There being no further discussion, motion was made by Mr. Barr and seconded by Mr. Jeffares to award the contract for this project to Reeves Young LLC as recommended by staff. The motion carried (5-0).

**Airport Sanitary Sewer Extension Project (Scott Sage)**

Mr. Scott Sage presented bids received for Line A of the Airport Sanitary Sewer Extension project. He noted this project was designed to be completed in three phases with Line A being the first phase which will be completed by the Authority. Phase 2 includes work in the interior of the airport which is to be completed by the County. The final phase of the project is identified as Line B and is on hold subject to available funding remaining after construction has been completed on Phases I and II. Mr. Sage advised that the county had budgeted \$2 million from SPLOST funds for the completion of all phases of this project, however, it appears that there will not be sufficient funding remaining to complete Phase III.

The Authority took bids on October 4, 2016, for Line A, Phase I, from the following contractors:

Mid-South Builders, Inc.	\$1,278,851.00
Strack, Inc.	\$1,396,312.00
North GA Pipeline, Inc.	\$1,557,551.00
Site Engineering, Inc.	\$2,013,687.50
RDJE, Inc.	\$2,098,458.80
J.D. Stephens, Inc.	\$2,300,237.55

It was the recommendation of Authority staff to accept the lowest responsive bid submitted by Mid-South Builders, Inc. in the amount of \$1,278,851.00. Mr. Sage advised that the Mid-South is a qualified contractor and the Authority has worked with them on past projects. Mr. Carter opened the floor for further discussion, noting staff's recommendation to award the contract to Mid-South. Mr. Farmer concurred with staff recommendation. There being no further discussion a motion was made by Mr. Jeffares and seconded by Mr. Jenkins to award the contract to Mid-South Builders, Inc. in the amount stated. Motion carried (5-0).

#### **Highway 81 Water Storage Tank Construction Update (Bill Banks/Pat Hembree)**

Bill Banks provided a construction update on the South Ola Elevated Water Storage Tank project. Mr. Hembree reported last month concerning work on the foundation of the tank. Mr. Banks reported that this month the contractor is making good progress pouring the concrete rings for the shaft of the tank, and has begun forming the cap for the shaft. Sanding of the concrete is currently under way as well as general clean up. Pipe installation on the interior of the shaft will begin in the next few weeks. Work has also begun to form the bowls for the tank and the contractor will begin setting those next week. A third crew is scheduled to be onsite in mid-November to begin welding the tank's bowl. The project is expected to be completed around September, 2017. A presentation of construction photographs was also provided.

#### **Drought Contingency/Reservoir Storage**

Pat Hembree addressed the Board concerning current reservoir storage levels. He reported that average daily demand over a ten day period has been 17.97 mgd. The Authority's reservoirs are 3 – 4 feet below full pool. Mr. Hembree reported that with no significant rainfall, the Authority still has total remaining reservoir volume to meet current demand for 366 days.

#### **JWA Public Relations**

Dr. Wood addressed the Board concerning recent media relations. A written report and news clip file was provided to the Board. Dr. Wood reported that public information has been provided concerning pre-drought and Level 1 drought responses. Public information concerning outdoor water use schedules was also provided. Dr. Wood advised that media covered the release of the Authority's water quality report earlier this summer. News coverage has also been received concerning the 3<sup>rd</sup> grade educational field trips at the Cubihatcha Outdoor Learning Center. Dr. Wood reported that upcoming events include: Model Water Tower Competition and Rivers Alive river clean-up event. The final customer newsletter for this year will soon be released.

**Announcements**

The Authority will sponsor the following events to promote the benefits of employee health and wellness:

Storm The Watershed 5K October 22<sup>nd</sup>  
Walktoberfest 5K Family Day October 23<sup>rd</sup>

**VII. PROJECTS AND ADJUSTMENTS**

The following projects were presented for approval by the Board:

New Projects (By HCWA)

EXT3556 Fairview, Thurman, Patillo, Gardner Service Line Repl.  
MTRUPG3487E Route 415 Iperl meter Repl.

(By Developer)

DEV3526 Greenwood Bld. 700  
DEV2688 South Point Blvd. Phase II  
DEV3549 Springs @ McDonough

Budget Adjustments:

EXT3530 Martin Creek Service & Iperl Meter Repl.  
EXT3504 Old Conyers, Sims PVC Abandonment

Mr. Farmer advised that the projects are in compliance with Authority policy and recommended the Board take action to approve them. A motion was then made by Mr. Jenkins and seconded by Mr. Barr to approve the projects as presented. The motion carried (5-0).

**VIII. APPROVAL OF MINUTES – September 8, 2016 Regular Board Meeting**

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority’s regular meeting which was held on September 8, 2016. There were no revisions and a motion was made by Mrs. Harrell and seconded by Mr. Barr to approve the minutes as submitted. The motion carried (5-0).

**IX. EXECUTIVE SESSION NONE**

**X. OTHER BUSINESS NONE**

**XI. ADJOURNMENT** Motion was made by Mr. Jeffares and seconded by Mr. Jenkins to adjourn the meeting at 9:05 a.m. Motion carried (5-0).

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James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk