

MINUTES OF BOARD MEETING: October 12, 2017
HENRY COUNTY WATER AUTHORITY

I. CALL TO ORDER/ATTENDANCE

The Board of Directors of the Henry County Water Authority held its regular meeting on Thursday, October 12, 2017. The meeting was duly advertised and was held at the Authority's Administration offices located at 1695 Highway 20 West, McDonough, Georgia. James C. Carter, Jr., Chairman, called the meeting to order at 8:00 a.m. The following members were present: James C. Carter, Jr., Carlotta Harrell, Roslyn Williams and Warren Holder. Harold Jenkins was not in attendance.

The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager
Tony Carnell, Deputy Manager
Kim Osborne, Clerk
Roderick Burch, CFO, Division Manager
Scott Harrison, Division Manager, Operations
Scott Sage, Division Manager, Engineering
Pat Hembree, Division Manager, Water & Wastewater
Claudia Cooper, Employee Development Coordinator
Bill Banks, CIP Coordinator
Andy Welch, Smith, Welch, Webb & White

II. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for approval by the Board. There were no amendments and motion was made by Mr. Holder and seconded by Mrs. Williams to accept the Agenda as presented. The motion carried (4-0).

III. VISITORS Mr. Charles Mobley, Henry County Development Authority

IV. REPORT OF ATTORNEY (Andy Welch, Smith, Welch, Webb & White)

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

V. REPORT OF GENERAL MANAGER

Quarterly Financial Update (Roderick Burch, CFO)

Mr. Burch provided a first quarter FY 18 update concerning the Authority's financial position. He reviewed revenues received from all sources as well as current expenditures. Mr. Burch explained the Authority's annual debt service payments and emphasized that it continues

to be the goal of management to complete projects on a “pay as you go” approach in order to decrease the Authority’s dependence on debt.

Indian Creek WRF Construction Report (Bill Banks)

Mr. Banks provided a construction update concerning the expansion of the Indian Creek WRF facility. He reported that the project is progressing well and is approximately 49% complete. The project cost is \$19 million and is funded in-house with no new debt to the Authority. The estimated date of completion is July 31, 2018. Mr. Hembree discussed the permitting process for the facility moving from spray irrigation to a direct stream discharge, which he reported will save the Authority significant funds in operations costs.

Henry County Airport Sanitary Sewer Outfall – Phase II (Scott Sage)

Mr. Sage discussed bids received for Phase II of the Henry County Airport Sanitary Sewer Outfall project. Crawford Grading & Pipeline, Inc. submitted the apparent low bid in the amount of \$417,590.19. Mr. Sage advised that the total project cost is \$2,052,683.56 for Phases 1 & 2. He reminded the Board that the Board of Commissioners estimate for the project was \$2 million and that project has exceeded that budget by \$52,683.56. Mr. Sage advised that the County has been notified that the project will exceed the \$2 million budget. Mr. Carter opened the floor for further discussion by the Board. It was a consensus that the contract be capped at \$2 million, notice to proceed be issued to the contractor not to exceed \$2 million. Mr. Welch advised that the Authority will try to reach a resolution with the County concerning the overage, and that the Authority can issue a change order if the County agrees to fund the \$52,683.56 overage. Motion was made by Mrs. Harrell and seconded by Mrs. Williams to award the contract to Crawford Grading & Pipeline at a cost not to exceed \$2 million. The motion carried (4-0).

Henry County Chamber of Commerce

Mr. Farmer advised that he was recently contacted by David Gill, President of the Chamber, requesting the Authority’s assistance to provide information to an industry interested in locating in Henry County. Mr. Carnell prepared an in-depth and informative document concerning the Authority’s water and sewer system which was provided to Mr. Gill. Mr. Gill was very appreciative of the Authority’s response and was pleased with the information that was provided.

Announcements:

- October 21, 2017 River’s Alive Annual Volunteer Waterway Cleanup (Leguin Mill Rd., Locust Grove)
- October 29, 2017 HCWA Walktoberfest, Cubihatcha Outdoor Center

VI. PROJECTS

The following projects were presented for approval by the Board:

New Projects: SPLOST3551 Amah Lee Rd WL Relocations
SPLOST3483 South Bethany @ Old Jackson Rd WL Relocate
MTRUPG3486 Route 309 Iperl Meter Replacement
MTRUPG3486A Route 308A Iperl Meter Replacement

Developer Projects: DEV1036 Lake Iris @ Williamsburg – Phase 5

Budget Adjustments: EXT2687 Big Cotton Indian Creek Pump Station Upgrade

Mr. Farmer advised that the projects are in compliance with Authority policy. Mr. Holder made a motion to approve projects as presented. There was no further discussion, and Mrs. Williams seconded the motion which carried (4-0).

VII. APPROVAL OF MINUTES – September 14, 2017 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes from the Authority’s regular Board meeting conducted on September 14, 2017. He noted two revisions to the minutes. There was no further discussion and a motion was made by Mrs. Harrell and seconded by Mrs. Williams to approve the minutes as submitted. The motion carried (4-0).

VIII. OTHER BUSINESS

Ms. Cooper discussed the General Manager’s evaluation process. The evaluation materials will be distributed to the members of the Board on Monday, October 16th. She will meet with each member of the Board to review the evaluation tool which needs to be completed and returned by the end of October. The members of the Board designated Mr. Carter and Mr. Holder to help stream-line the evaluation responses and then discuss the results with the General Manager. Mr. Farmer will meet with the Board in December to identify goals and objectives, as well as focus areas for the coming year.

IX. EXECUTIVE SESSION NONE

X. ADJOURNMENT

Motion was made by Mrs. Harrell and seconded by Mrs. Williams to adjourn the meeting at 9:53 a.m. The motion carried (4-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk