

**MINUTES OF BOARD MEETING: October 13, 2015 – 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 Tuesday, October 13, 2015, 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 8:03 a.m. The following members were present: James C. Carter, Jr., Mike Barr, Harold Jenkins and Carlotta Harrell. Sen. Rick Jeffares was not in attendance due to a family matter.

The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager
Tony V. Carnell, Deputy Manager
Kim Osborne, Clerk
Roderick Burch, CFO, Division Manager
Scott Sage, Division Manager, Engineering
Scott Harrison, Division Manager, Operations
Bill Banks, CIP Coordinator
Claudia Cooper, Employee Development Coordinator
Rhonda Gonzalez, Customer Service Manager
A.J. Welch, Jr., Smith, Welch, Webb & White

II. VISITORS Pete Peterson, P & A Training Solutions

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda which was amended to include discussion items under Report of Attorney. Motion was made by Mr. Jenkins and seconded by Mr. Barr to accept the Agenda as amended. The motion carried (4-0).

IV. REPORT OF ATTORNEY

Attorney General Opinion – Collection of Millage on TAVT

Mr. Welch advised that the State Attorney General has not yet issued an opinion concerning the assessment of the 2 mil tax on TAVT collections.

Assignment of 2015 Annual Labor Contract

Mr. Welch advised that the Authority's annual labor contractor, Gary's Grading & Pipeline is in the process of dissolving its business and desires to assign its annual labor contract with the Authority to Universal Underground Utility Contractors, Inc. Mr. Welch advised that the contract provides for the assignment of the contract to a third party with the consent of the Authority. Mr. Sage advised that because the East Lake Road SPLOST project has already begun, and the Authority will be utilizing the services of its annual labor contractor, it was felt that the Authority needed to take action to approve the assignment of the contract to UUCC, Inc. Mr. Sage advised that the Authority will publish an advertisement for bids in December for next year's annual labor contract. Mr. Welch presented Resolution No. 2015-05 for the Board's approval authorizing the assignment of the contract as stated. Motion was made by Mrs. Harrell and seconded by Mr. Barr to adopt said resolution and to authorize the Chairman to execute same. The motion carried (4-0).

Abandonment of Sewer Easement/Hudson Bridge Road

Mr. Welch advised that Hudson Bridge Self Storage is expanding its business located on Hudson Bridge Road. He explained that the expansion required the relocation of the existing sewer line providing service to the property, and that the new line has been installed. Mr. Welch recommended the Board take action to approve a resolution to abandon the old sewer line easement, and authorize the Chairman and Clerk to execute quit claim deeds to convey the abandoned easement back to the property owners. Mr. Welch will prepare the necessary documents, and will hold the executed quit claim deeds until he has received and recorded the new sewer line easement from the owners of Hudson Bridge Self Storage. Motion was made by Mr. Barr and seconded by Mr. Jenkins to adopt Resolution No. 2015-06 approving the abandonment of the existing sewer line easement serving Hudson Bridge Self Storage, and to authorize the Chairman and Clerk to execute required quit claim deeds as recommended by Mr. Welch. The motion carried (4-0).

V. REPORT OF GENERAL MANAGER

Youth Hunting Events

Mr. Farmer advised that the recent youth dove hunting event was successful and he received a number of public comments expressing appreciation for the event. A youth deer hunting event was held on October 10th with 27 deer harvested. Upcoming events are scheduled for October 24th and November 7th. Mr. Harrison expressed appreciation to the Authority's staff for their efforts to make these events successful and enjoyed by all.

Financial Update (Roderick Burch, CFO)

Mr. Burch gave a presentation concerning the Authority's first quarter financial status. He reported that water and sewer revenues are at or above projections. New connections are also increasing. He advised that the collection of the 2 mil tax on real property is coming back up and collections are good. Revenue on the collection of taxes on motor vehicles is down due to changes in the County's collection and remittance of the TAVT. Mr. Burch reported that impact fee collections are strong. The Authority's first quarter expenditures are below budget. Mr. Burch reviewed the Authority's Water Ordinance which provides for an automatic annual rate increase of 5%. It was his recommendation that due to the Authority's current financial position, no rate increase be implemented for the current fiscal year. He noted that this would be the second year that the Authority has not implemented a rate increase for residential customers. He also noted that in the event something unforeseen occurs, the Board can take action at that time to implement a rate increase. After discussion, motion was made by Mr. Jenkins and seconded by Mr. Barr to approve Resolution No. 2015-07 suspending the automatic 5% rate increase for 2015-2016. The motion carried (4-0).

Mr. Burch reported that the Charitable Assistance Program continues to grow. Approximately 1900 customers have signed up for the program raising \$975.00 per month. Samaritans Together is the administrator of the program on the Authority's behalf.

VI. PROJECTS

The following projects were presented for approval by the Board:

EXT2911 River Rd. Closure – Cul de Sac
HCDOT3146A Henry Parkway Path Enhancement
HCDOT3501 Watts Lake Road Waterline Relocation
EXT3504 Old Conyers Road/Sims Dr. 6" PVC Abandonment
HCDOT3505 Peeksville Road Bridge Fencing
EXT3506 Brookfield Woods Service Line Replacement
EXT3507 Boundary Tree Service Line Replacement
EXT3508 Scarborough Square Service Line Replacement
EXT3509 Heron Bay Lift Station A Grading
DEV2142 Henry County Fire Station #15
DEV3496 Dunkin Donuts – Hudson Bridge Road

Mr. Farmer advised that the projects are in compliance with Authority policy. Mr. Carter opened the floor for further discussion. A motion was made by Mr. Barr and seconded by Mrs. Harrell to approve the projects as presented. The motion carried (4-0).

There were no project adjustments.

VII. APPROVAL OF MINUTES – September 8, 2015 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority's regular meeting conducted on September 8, 2015. There were no revisions and a Motion was made by Mr. Barr and seconded by Mrs. Harrell to approve the minutes as submitted. The motion carried (4-0).

VIII. OTHER BUSINESS

Ms. Cooper discussed the General Manager's evaluation. She advised that packets have be distributed to the Board via email. The deadline to submit responses was extended until October 19th at 5:00 p.m.

Mr. Carter requested an update concerning the following:

Peeksville Road Bridge (fencing) Mr. Harrison advised that the contractor is on site and has begun to install the fencing from the bridge abutment down to the water's edge. The Authority and the County DOT has agreed to split the cost of the installation. The Authority's portion is \$36,000.00. A structural engineer has been retained to inspect the installation of the fencing and costs associated with these services will be split on a 50/50 basis.

East Lake Road Round-About Project Mr. Sage reported that the Authority has ordered pipe which should be delivered in the next two weeks. The Authority is awaiting notification from SPLOST so that we can begin our work.

IX. EXECUTIVE SESSION No Executive Session was held.

X. ADJOURNMENT

Motion was made by Mrs. Harrell and seconded by Mr. Barr to adjourn the meeting at 9:16 a.m. The motion carried (4-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk