

MINUTES OF BOARD MEETING: September 13, 2018
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, September 13, 2018, 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, Jr., Harold Jenkins, Carlotta Harrell, Roslyn Williams and Warren Holder.

The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager
Tony Carnell, Deputy Manager
Roderick Burch, CFO, Division Manager, Admin. Services
Kim Osborne, Clerk
Scott Harrison, Division Manager, Dist. & Collections Systems
Scott Sage, Division Manager, Engineering
Bill Banks, Construction Coordinator
Allen Rape, Brock Biles, GIS Dept.
Allan Branan, Inspections Manager
Andy Welch, Smith, Welch, Webb & White

II. VISITORS Mr. Harold Thibodeaux and Mr. Pete Peterson

Mr. Thibodeaux addressed the Board to recommend the Authority conduct a customer service survey as a means for communicating with its customers. Mr. Farmer noted that the Authority distributes a quarterly customer newsletter and also provides customer information through its website. Mr. Carter encouraged Mr. Thibodeaux to communicate with Mr. Farmer to address any issues or customer service concerns. Mr. Thibodeaux commended the Authority's staff and stated that his purpose in attending was to encourage ways to involve customers and encourage customer feedback. Mr. Carter expressed his appreciation to Mr. Thibodeaux for attending the Authority's meeting and for his comments.

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Agenda for approval and noted no amendments. Motion was made by Mrs. Harrell and seconded by Mr. Jenkins to accept the Agenda as presented. The motion carried unanimously (5-0).

IV. REPORT OF ATTORNEY

Mr. Welch reported to the Board concerning the proposed amendment to the Authority's Enabling Legislation. He advised that the amendment was presented to the Board of Commissioners, however, there was not a consensus to move forward with the request.

Mr. Welch presented a resolution to abandon a sewer easement located on property owned by South Point Blvd LLLP. Staff explained that the original line was relocated because the building plan for that tract of property had been revised requiring the dedicated sewer easement be abandoned. Mr. Sage reported that the sewer line has been relocated into a new easement and piping removed from the old easement. Mr. Welch noted that the Authority must legally abandon the old easement in order to clear the record title on this tract. Mr. Farmer noted that the relocation was completed at the developer's expense. There being no further discussion, Mr. Welch presented Resolution No. 2018-10 to authorize the Chairman to execute necessary documents to complete the abandonment process for the sewer easement. Motion was made by Mr. Holder and seconded by Mrs. Harrell to adopt Resolution No. 2018-10 as presented. The motion passed (5-0).

V. REPORT OF GENERAL MANAGER

SPLOST Fairview Area Sanitary Sewer Project Update

Mr. Sage reported that this is a SPLOST funded project. Phase I of the project which provides service to the new park has been completed. A project status letter has been prepared and forwarded to the Henry County Board of Commissioners. Mr. Carnell reported concerning Phase II of the project for service to West Village. He advised that this project has been on hold for one year awaiting right-of-way acquisition by Henry County. He noted that a legal issue with the existing right-of-way had to be resolved by the county attorney. The Authority has been notified that right-of-way acquisition should commence next month. Mr. Carnell noted that there will probably not be sufficient funds available for Phase III of the project. Mr. Farmer advised that the Authority has an agreement with Clayton County for sewer capacity and that Phase II of this project is critical so that we can divert flow from DeKalb County to Clayton County. Mr. Burch noted that the Authority is taking a financial loss on sewer treatment diverted to DeKalb County. Once flow is diverted to Clayton County, the Authority's sewer treatment costs will be lower.

Rex Road Lift Station/Force Main Project Update (Fairview Elem/Performing Arts Center)

Mr. Sage reported that the Authority is finalizing design, permitting, bid documents and required easements for this project. It is anticipated that a contract will be awarded within the next two months with construction commencing January, 2019. The project should then be completed within six months. Mr. Sage advised that the pump station and force main will be constructed simultaneously. He noted that the Fairview Elementary and the Performing Arts Center will also be served from the capacity acquired from Clayton County.

Review of Water and Sewerage Rates

Mr. Burch addressed the Board concerning the annual review of the Authority's water and sewer rates as set forth in the Authority's ordinances. He noted that the Water Ordinance provides for an automatic 5% increase in rates each year unless the Board takes action otherwise. Mr. Burch advised that he and Mr. Farmer have reviewed the current rates and the revenues derived therefrom and it is recommended that the Board impose no increase in residential or commercial rates for the coming year. Mr. Burch noted that a full financial report will be provided at the Authority's October meeting. Mr. Carter opened the floor for further discussion. Mr. Burch reviewed historical rate increases from 1995 forward. Mrs. Harrell expressed concern that next year might require a larger rate increase if no increase is implemented this year. Mr. Burch advised that he does not foresee a large increase for next year. Mr. Farmer emphasized that the Authority strives to keep its rates in line with other communities. There being no further discussion, Resolution No. 2018-09 was presented for the Board's approval to implement no increase for the coming year. Motion was made by Mrs. Williams and seconded by Mr. Jenkins to adopt said resolution as presented and the motion carried unanimously (5-0).

Public Relations Report

Dr. Chris Wood, JWA, provided a media relations report highlighting recent coverage and upcoming events. A written report and media clip file was provided to the Board and staff.

VI. PROJECTS AND ADJUSTMENTS

The following projects were reported to be within Authority policy by Mr. Farmer, and recommended for Board approval.

New Projects:	EXT3821A	Cavanaugh Pump Station Upgrade – Upper Camp Creek
	GDOT3454A	PI 0011691 Blackhall Road @ Rum Creek
	GDOT3590	PI 0011690 Elliott Road Bridge WL Relocation
	EXT3383B	Stallsworth Road Water Line Extension

Developer Projects:

DEV2130	Dave and Busters
DEV3619	Fairview Performing Arts Center
DEV3625	Eagles Landing Parkway Shopping Center
DEV1640	Avalon Pod H Phase II
DEV2680	Jonesboro Road Sanitary Sewer Ext.

Budget Adjustments: None

Motion was made by Mr. Jenkins and seconded by Mrs. Harrell to approve the projects as presented. The motion carried (5-0).

VII. APPROVAL OF MINUTES – August 9, 2018 Regular Board Meeting

The minutes of the Board’s August 9, 2018 regular meeting were approved on motion made by Mrs. Harrell and seconded by Mrs. Williams. The motion carried unanimously (5-0).

VIII. NEW BUSINESS

Reminder: Cubihatcha Kids 3rd Grade Field Trips
Next Regular Board Meeting – October 11, 2018 at 8:00 a.m.

IX. EXECUTIVE SESSION

Motion was made by Mrs. Harrell and seconded by Mrs. Williams to enter into Executive Session at 9:28 a.m. for the purpose of discussion of real estate matters. The motion carried (5-0).

The Board returned to Regular Session at 10:13 a.m. on motion made by Mrs. Harrell and seconded by Mr. Jenkins. The motion carried (4-0), Mrs. Williams having departed at 10:10 a.m.

The Board took no action concerning matters discussed in Executive Session.

X. ADJOURNMENT

Motion was made by Mrs. Harrell and seconded by Mr. Jenkins to adjourn the meeting at 10:14 a.m. The motion carried unanimously (4-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk

