

**MINUTES OF BOARD MEETING: April 14, 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, April 14, 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 8:06 a.m. The following members were present: James C. Carter, Jr., Mike Barr, Harold Jenkins, Rick Jeffares and Carlotta Harrell. 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

Bill Banks, CIP Coordinator
Jeremy Newell, GIS
Randy Crumbley, Manager of Engineering
Andy Welch, Smith, Welch, Webb & White

II. VISITORS NONE

III. ACCEPTANCE OF AGENDA Mr. Carter presented the Agenda for approval by the Board. There were no amendments. Motion was made by Mr. Barr and seconded by Mr. Jenkins to accept the Agenda as presented. The motion carried (5-0).

IV. REPORT OF ATTORNEY

Mr. Welch addressed the Board concerning the harvesting and sale of timber from areas within the Authority's Cubihatcha Outdoor Education Center. Mr. Farmer advised that this is a first time thinning operation of mostly pine pulpwood which is necessary in order to manage the growth and over-all health of the tract which is recommended by the Authority's consulting forester, Mr. James Murdock. Mr. Murdock prepared the appropriate advertisement for bids which was published for the required time period. The bid opening was conducted on March 11, 2016, and the bids received were reviewed and evaluated by Mr. Murdock. It was his recommendation to accept the bid submitted by Piedmont Forestry, LLC. Mr. Carter opened the floor for further discussion. Mr. Welch then presented Resolution No. 2016-02 approving the sale of the timber and further authorizing the Chairman to execute the contract with Piedmont Forestry, LLC. A motion was made by Mr. Barr and seconded by Mr. Jenkins to adopt said resolution as presented and the motion carried unanimously (5-0).

V. REPORT OF GENERAL MANAGER

TAVT Legislative Update

Mr. Burch advised the Board that SB 379 was passed just prior to the closing of this year's Legislative session. A copy of the bill was provided to the Board for reference. He explained that SB 379 requires the Tax Commissioner, as tag agent of the county, to distribute a portion of the TAVT to the Authority, and that the amount of this distribution plus the current motor vehicle ad valorem distribution must equal the amount of motor vehicle ad valorem tax which was distributed

to the Authority in 2012. The Bill has been sent to Governor Deal for his signature and it is anticipated that he will sign the bill into law.

HCWA Meter Change-out Program

Tony Carnell introduced Jeremy Newell who gave an informative presentation concerning the Authority's meter change-out program. Mr. Carnell provided a brief discussion concerning the evolution of the Authority's meter reading program. He advised that for the past two years the Authority has conducted a pilot test of a fixed base reading system which indicates positive results. He further stated that the Authority has a 12 year meter change out plan and allocates funds annually for meter replacement which is a part of the capital improvement plan prepared by ESI. Mr. Barr commended the Authority's staff and noted the benefits that will be realized with this program. He noted that the instant availability of consumption data will aid staff in addressing customer needs, and also noted that staff time in the field will be reduced. He stated that although there are upfront costs associated with the meter change-out program, this investment will result in savings to the Authority. Mr. Farmer noted that the Authority was the first entity in the state to implement radio read technology.

Announcements:

Mr. Farmer announced that the Tussahaw Water Treatment Plant was chosen as this year's winner of the GAWWA/GAWP Best Operated Water Plant of the Year Competition in the 9 – 14.99 MGD category. He expressed his pride and appreciation to the Authority's staff for this achievement. He also noted that the inspectors were very impressed with the level of professionalism that was exhibited by the Authority's staff.

Mr. Farmer invited everyone to attend the Authority's Earth Day 5K at the Cubihatcha Outdoor Learning facility on April 23rd.

VI. PROJECTS AND ADJUSTMENTS

The following projects and project adjustments were presented for approval by the Board:

EXT3207A	Hearn Road Service & Iperl Meter Replacement
EXT3529	Fairview Manor/South Hampton Service & Iperl Meter Replacement
EXT3530	Martin Creek Service & Iperl Meter Replacement
EXT3531	Austin Estates Service & Iperl Meter Replacement
EXT3532	Austin Oaks/Lynnwood Dr. Service & Iperl Meter Replacement
EXT3533	Farmbrook Service & Iperl Meter Replacement
EXT3534	North Hearn Jimmys Lane Service & Iperl Meter Replacement
EXT3535	Fairview, Rock, Austin Road Service & Iperl Meter Replacement
MTRUPG3484	Pinehurst Subdivision Iperl Meter Replacement
MTRUPG3487B	Cycle 4 Route 407 Meter Changeout
DEV1113	Southern States Police Benevolent Assoc. (By Developer)
EXT3237B	Towaliga WTP Windows & Doors (Budget Adjustment)

Mr. Farmer advised that the projects are in compliance with Authority policy and recommended the Board take action to approve them. He advised that the requested budget adjustment for the Towaliga Water Treatment Plant is for the replacement of windows and doors which is a part of the upgrade project for this facility. He noted that this is the Authority's first water treatment plant and that this facility provides most of the treated water in the Authority's system. Mr. Carter opened the floor for further discussion. A motion was then made by Mr. Jeffares and seconded by Mr. Jenkins to approve the projects as presented. The motion carried unanimously (5-0).

VII. APPROVAL OF MINUTES – March 8, 2016 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority's regular meeting conducted on March 8, 2016. There were no revisions and a motion was made by Mr. Jenkins and seconded by Mr. Jeffares to approve the minutes as submitted. The motion carried unanimously (5-0).

VIII. OTHER BUSINESS

Mr. Carter opened the floor for discussion of the agenda for the Board's annual strategic planning session which is scheduled for May 16th at the Walnut Creek Water Reclamation Facility located on North Ola Road. A draft agenda was presented to members of the Board and Mr. Carter reviewed the topics to be discussed which include: budget review, storm water management, succession planning, board self-assessment and code of ethics. Mr. Barr requested that the agenda also include a current organizational overview of the Authority. It was a consensus of the Board to approve the agenda as discussed.

Ms. Cooper discussed the Board self-assessment process. She advised that she would like to revise the process by including a one-on-one interview with each member of the board. She advised that electronic evaluation documents will be distributed tomorrow and once those are received she will consolidate all comments. She advised that members will have two weeks to respond.

IX. EXECUTIVE SESSION NONE

X. ADJOURNMENT Motion was made by Mr. Jeffares and seconded by Mr. Jenkins to adjourn the meeting at 9:00 a.m. The motion carried unanimously (5-0) and the meeting was adjourned.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk