

MINUTES OF BOARD MEETING: May 16, 2016 – 8:00 a.m.
HENRY COUNTY WATER AUTHORITY
Held at 1682 N. Ola Road, McDonough, Georgia

I. CALL TO ORDER/ATTENDANCE

A regular meeting of the Henry County Water Authority Board, duly advertised, was held on Monday, May 16, 2016, at the Authority's Walnut Creek Water Reclamation Facility located at 1682 N. Ola Road, McDonough, Georgia. 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	Scott Sage, PE, Div. Manager of Engineering
Tony Carnell, Deputy Manager	Scott Harrison, Div. Manager of Operations
Kim Osborne, Clerk	Pat Hembree, Div. Manager – Water & Wastewater
Roderick Burch, CFO, Division Manager	Andy Welch, Smith, Welch, Webb & White
Eric Osborne, Manager Water Prod.	Kim Tucker, Director Henry County Stormwater
Jason Jeffares, Manager of Wastewater	Jenny Pahl, Corblu Ecology Group

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 advised he had no matters on which to report.

V. REPORT OF GENERAL MANAGER

HCWA Testing & Sampling Procedures (Pat Hembree, Eric Osborne)

Mr. Hembree introduced Eric Osborne, Manager of Water Production, who gave an informative presentation concerning the Authority's water testing and sampling procedures, in light of the water crisis in Flint, Michigan. Mr. Osborne advised that the Authority monitors 80 sampling sites throughout the county for water quality. There have been no samples with results above the action limit. Mr. Osborne also reported that the Authority has no lead service lines in its system. The Authority complies with all EPD and EPA regulations.

Public Relations Report (Chris Wood, PhD)

Dr. Wood reported concerning current media relations events. A written report was also provided. Dr. Wood noted that this is a busy time of year for the Authority with activities such as Fix-A-Leak Week and Earth Day events. He noted that Authority representatives also attended the

GAWP spring conference where a number of awards were received. Dr. Wood advised that the annual consumer confidence report will be released prior to July 1st and information concerning the report will be supplied to local media. The next issue of the customer newsletter will be released this summer.

VI. PROJECTS AND ADJUSTMENTS

The following projects were presented for approval by the Board:

EXT3539 258 McClain Dr. Water Line Ext.
SPLOST3410 Lester Mill Rd. W/L Relocation
SPLOST3520 Jodeco Rd. @ Oak Grove Rd.
DEV3516 Landon Nail & Spa

Mr. Carnell advised that the projects are in compliance with Authority policy and recommended the Board take action to approve them. He noted that the McClain Drive project has already been completed due to emergency needs. 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 – April 14, 2016 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority's regular meeting conducted on April 14, 2016. There were no revisions and a motion was made by Mr. Jeffares and seconded by Mr. Barr to approve the minutes as submitted. The motion carried unanimously (5-0).

VIII. OTHER BUSINESS NONE

IX. STRATEGIC PLANNING SESSION

➤ HCWA Five Year Facility Update

Tony Carnell gave a presentation concerning facility improvements since 2011, which included information about the Authority's reservoirs and mitigation sites; water plants and distribution system; water storage and sewer system improvements.

The Board took a recess at 9:25 a.m. and returned to session at 9:40 a.m.

➤ Review of Proposed Budget FY17

Roderick Burch, CFO, gave a presentation concerning the Authority's proposed FY17 budget in the amount of \$63,322,664. He discussed projected revenue from water and sewer fees, connection fees, impact fees and tax revenue. Mr. Burch reviewed projected expenditures including new positions for each of the Authority's divisions. The

Authority's debt service was also discussed including an overview of the projects included in the Authority's capital improvement plan. Mr. Burch advised that the FY 17 budget includes \$6.9 million designated for CIP projects. He reminded the Board that the Authority is operating on a "pay as you go" for these projects. Mr. Burch advised that the final budget will be presented to the Board for approval at its June meeting.

➤ Stormwater Management Presentation

Kim Tucker, Director of Henry County Stormwater, gave a presentation concerning stormwater accomplishments in 2015. She reviewed completed CIP projects as well as those in progress. Mr. Farmer emphasized the importance of giving priority to inspections/sampling of the County's watersheds. Andy Welch also suggested that detention ponds in water critical areas being sampled for water quality. Jenny Pahl of Corblu Ecology Group, LLC addressed the Board concerning accomplishments made to implement the watershed management plan. Mr. Carnell advised that the Authority's Board is concerned about stormwater fees that are being assessed to the Authority, noting that the Authority has undertaken significant expense to assist the County with stormwater management activities. Ms. Tucker acknowledged the concern and advised that she would review County ordinances to determine what administrative credits could be applied. Mr. Carter noted that members of the Authority's Board have discussed this issue with their individual commissioners who seem to be supportive of the Authority receiving some credits of stormwater fees. Mr. Carter expressed appreciation to Ms. Tucker and Ms. Pahl for the information they provided.

The Board recessed for lunch from 12:00 noon – 12:35 p.m.

➤ Code of Ethics/Conflicts of Interest

Mr. Carter advised that in recent years the Authority's Board had discussions about establishing its own policy concerning conflicts of interest. However, during that time period, the Henry County Board of Commissioners adopted a policy which encompassed the Authority and its Board, therefore, the Board took no action to adopt a separate policy. Mr. Andy Welch then provided an extensive review of the Henry County Code of Ethics and Conflicts of Interest, Sections 3-2-4 and 3-2-5 of the County's Code of Ordinances.

➤ Closing Comments

Mr. Carter noted that due to a family matter, Ms. Cooper was unable to attend to facilitate discussion of Succession Planning and Board Self-Assessment topics. Therefore, Ms. Cooper will arrange to meet with each member of the Board individually in order to complete the self-assessment process. Mr. Carter noted that the deadline for submitting information to Ms. Cooper has passed, yet some information is still missing. He encouraged members to submit information to Ms. Cooper as soon as possible.

X. **EXECUTIVE SESSION** NONE

XI. ADJOURNMENT

Motion was made by Mr. Barr and seconded by Mr. Jenkins to adjourn the meeting at 1:25 p.m. The motion carried unanimously (5-0) and the meeting was adjourned. Following adjournment, some members of the Board and staff toured the Walnut Creek facility.

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk