

**MINUTES OF BOARD MEETING: December 1, 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, December 1, 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 8:05 a.m. The following members were present: James C. Carter, Mike Barr, Carlotta Harrell, Rick Jeffares and Harold Jenkins. The following Authority staff and consultants were present:

Lindy D. Farmer, Jr., General Manager	Scott Harrison, Div. Mgr. Operations
Tony Carnell, Deputy Manager	Scott Sage, Div. Mgr. Engineering
Kim Osborne, Clerk	Andy Welch, SWW&W
Roderick Burch, CFO	Chris Wood, PhD, JWA
Pat Hembree, Div. Mgr., Water & Wastewater	Bill Banks, Contract Coordinator

II. VISITORS NONE

III. ACCEPTANCE OF AGENDA

Mr. Carter presented the Amended Agenda to the Board for approval. The Agenda was amended to remove the discussion item under Report of Attorney concerning Rawls/HF Property, LLC Deed of Conservation. There were no other amendments. Motion was made by Mr. Barr and seconded by Mr. Jeffares to accept the Amended Agenda as presented. The motion carried (5-0).

IV. REPORT OF ATTORNEY NONE

V. REPORT OF GENERAL MANAGER

Hampton Isolated Pressure Zone (Scott Sage, PE)

Mr. Sage reported concerning the Hampton Isolated Pressure Zone project. He advised that this is a three-part project which includes tank maintenance, a reduction in the delivery area, and installation of control valves. Mr. Hembree discussed tank maintenance needs and also discussed the benefits of adding control valves for better redundancy in the Authority's system. It is anticipated that the project will begin in early 2017.

Fairview System Improvements (Scott Sage, PE)

Mr. Sage also reported concerning system improvements in the Fairview area. He advised that the goal is to minimize the Authority's dependency on DeKalb County. He discussed the options for doing this and advised that pressure in the area should increase.

Level 2 Drought Declaration/Reservoir Storage (Pat Hembree, PE)

Mr. Hembree reported concerning the status of the Level 2 Drought Declaration. He advised that the Authority’s reservoirs have been down but recent rains have been beneficial and have begun to recharge the Authority’s reservoirs.

JWA Public Relations Report (Chris Wood, PhD)

Dr. Wood addressed the Board concerning recent media relations. A written report, news clip file and the customer newsletter was provided to the Board. Dr. Wood reported that the Authority recently participated in two significant events: Storm the Watershed 5K event sponsored by the Metropolitan North Georgia Water Planning District, and the GAWP/GAWWA Georgia Model Water Tower Competition which was the first event held exclusively for Henry County schools. Public information was distributed on these events. Dr. Wood reported that at the GAWP Fall Conference, the Authority won 3 awards: Collection System Platinum Award, Distribution System Gold Award, and Best Consumer Confidence Annual Water quality Report. Mr. Farmer commended staff and noted that this is the third consecutive year that the Authority has received the award for the best consumer confidence report. He noted that the Authority is competing against larger systems in the state for this award. Mr. Farmer commended Dr. Wood for the services he provides to the Authority and all that he does to promote the Authority.

Announcements

The Authority’s Employee Christmas Luncheon will be held on December 15, 2016.

VI. PROJECTS AND ADJUSTMENTS

The following projects were presented for approval by the Board:

New Projects (By HCWA)

WATDIST3562 Hampton Area Pressure Control Valves

Budget Adjustments:

WATDIST3129A S Ola Tank Design

WATDIST3129B S Ola Water System Improvement Design

Mr. Farmer advised that the projects are in compliance with Authority policy and recommended the Board take action to approve them. Mr. Sage addressed questions concerning the South Ola project budget adjustments. A motion was then made by Mr. Jeffares and seconded by Mr. Barr to approve the projects as presented. The motion carried (5-0).

VII. APPROVAL OF MINUTES – November 10, 2016 Regular Board Meeting

Mr. Carter opened the floor for discussion and approval of the minutes of the Authority's regular meeting and executive session which was held on November 10, 2016. There were no revisions and a motion was made by Mr. Barr and seconded by Mr. Jenkins to approve the minutes as submitted. The motion carried (5-0).

VIII. OTHER BUSINESS

The Board discussed meeting dates for its January, 2017 meeting. Mr. Carter noted that the schedule for the remainder of the year will be determined at the January meeting. It was agreed that the Board meet on Tuesday, January 10th, 2017 at 8:00 a.m. and a motion to that effect was made by Mr. Jenkins and seconded by Mr. Barr and carried (5-0).

IX. EXECUTIVE SESSION

The Board took a recess at 8:35 a.m. The Board returned to session at 8:46 a.m. at which time an Executive Session was held on motion made by Mr. Jenkins and seconded by Mr. Barr which carried (5-0)

The Board returned to regular session at 9:29 a.m. on motion made by Mrs. Harrell and seconded by Mr. Jeffares. The motion carried (5-0).

Upon return to regular session, a motion was made by Mr. Barr which was seconded by Mr. Jenkins to approve the General Manager's evaluation which included a 4% increase in salary. The motion carried (5-0).

X. APPROVAL OF EXECUTIVE SESSION AFFIDAVIT/ADJOURNMENT

Motion was made by Mrs. Harrell and seconded by Mr. Jenkins to authorize the Chairman to execute the Affidavit concerning executive session matters. The motion carried (5-0). Motion was made by Mrs. Harrell and seconded by Mr. Jeffares to adjourn at 9:30 a.m. and the motion carried (5-0).

James C. Carter, Jr., Chairman

Kimberly Turner Osborne, Clerk