

**DOUGLASVILLE-DOUGLAS COUNTY WATER AND SEWER AUTHORITY**  
**BOARD MEETING**  
**December 13, 2022**  
**MINUTES**

The regular meeting of the Douglasville-Douglas County Water and Sewer Authority was held December 13, 2022, at 5:30 p.m. in the Community Room of the WSA Administration Building.

Members present:

Peggy E. Baugh, Chairman

Nia Brown

Cindy Fedack, Vice Chairman

Joseph Fowler, Board Attorney

Dr. Romona Jackson-Jones, Chairman, Douglas County Board of Commissioners

Helen McCoy, Secretary/Treasurer

Rochelle Robinson, Mayor, City of Douglasville

Richard Segal

Gilbert Shearouse, Executive Director

Member absent:

Christopher Flowers

**PUBLIC COMMENT**

There was none.

The first item of business was the approval of the minutes of the December 6, 2022 meeting. A motion was made by Chairman Baugh and seconded by Vice Chairman Fedack to adopt the minutes as presented. There were no corrections or additions, and the minutes were approved unanimously.

**OLD BUSINESS**

Mr. Shearouse gave a follow-up to discussion at the November Work Session regarding the Hazen proposal for the South Central Aerators Project. He reported that their fee was reduced by \$23,360.00 and the resolution is included on tonight's agenda.

**STATUS REPORT**

Mr. Shearouse highlighted several items: The Authority has received renewed withdrawal permits from the Environmental Protection Division for both Dog River and Bear Creek reservoirs, a process that took approximately 18 months. He added that the permits will expire in 10 years.

Mr. Shearouse called attention to several awards noted in the report: The South Central Wastewater Laboratory received the Laboratory Quality Assurance Quality Control Gold Award from the Georgia Association of Water Professionals at their Fall Conference; the Maintenance Group received two awards at the conference. The Distribution and Collections Systems both received a Platinum Award for operations and maintenance, a testament to the hard work and diligence of these groups, Mr. Shearouse said. Chairman Baugh asked for an explanation on how to qualify for a Platinum Award and Mr.

Shearouse explained that consecutive five years of earning gold awards qualify a system to earn a Platinum Award. Once a system earns a platinum award, they must earn it every year, he said. Chairman Baugh commended the Authority for winning these awards.

At this time, Chairman Baugh introduced the following resolutions:

**RESOLUTION AMENDING THE AUTHORITY'S BYLAWS TO ALLOW FOR ELECTRONIC CONTRACTS AND ELECTRONIC SIGNATURES.**

A motion was made by Mr. Segal and seconded by Ms. Brown to adopt the resolution as presented. There was no discussion and the motion passed unanimously. The Board heard the first reading of the resolution from Mr. Segal at the December 6, 2022 Board meeting, per Authority Bylaws.

**RESOLUTION AMENDING THE AUTHORITY'S CODE OF ETHICS.**

A motion was made by Ms. Fedack and seconded by Ms. Robinson to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**RESOLUTION AMENDING THE AUTHORITY'S RULES AND REGULATIONS.**

A motion was made by Ms. Fedack and seconded by Dr. Jones to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**RESOLUTION AMENDING THE AUTHORITY'S DESIGN AND CONSTRUCTION STANDARDS.**

A motion was made by Ms. Fedack and seconded by Mr. Segal to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**RESOLUTION AMENDING THE AUTHORITY'S RECORDS RETENTION SCHEDULES.**

A motion was made by Ms. Fedack and seconded by Ms. Brown to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**RESOLUTION AUTHORIZING THE REAPPOINTMENT OF HARTLEY ROWE & FOWLER, P.C. FOR LEGAL SERVICES FOR CALENDAR YEAR 2023.**

A motion was made by Mr. Segal and seconded by Ms. Robinson to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**RESOLUTION AUTHORIZING A PURCHASE ORDER TO DOUGLAS COUNTY LANDFILL FOR DISPOSAL FEES IN THE AMOUNT OF \$75,000.00 FOR CALENDAR YEAR 2023.**

A motion was made by Mr. Segal and seconded by Ms. Fedack to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**RESOLUTION AUTHORIZING WORK ORDER NO. 22-3 WITH HAZEN AND SAWYER, P.C. FOR CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE SOUTH**

**CENTRAL WASTEWATER TREATMENT PLANT AERATOR ADDITIONS PROJECT IN  
THE NOT-TO-EXCEED AMOUNT OF \$196,140.00.**

A motion was made by Chairman Baugh and seconded by Ms. Fedack to adopt the resolution as presented. There was no discussion, and the motion passed unanimously.

**NEW BUSINESS**

Tammy Galvis, a partner with Nichols, Cauley & Associates, LLC, presented their findings from the annual audit of the Annual Comprehensive Financial Report for the fiscal year ending June 20, 2022.

There was no further business before the Board, so Chairman Baugh called the meeting to an end. There was no objection, and the meeting was adjourned.

Respectfully submitted,

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Helen R. McCoy, Secretary/Treasurer

Approved by:

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Peggy E. Baugh, Chairman