

DOUGLASVILLE-DOUGLAS COUNTY WATER AND SEWER AUTHORITY
BOARD MEETING
December 6, 2022
MINUTES

The regular meeting of the Douglasville-Douglas County Water and Sewer Authority was held December 6, 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

Christopher Flowers

Joseph Fowler, Board Attorney

Dr. Romona Jackson-Jones, Chairman, Douglas County Board of Commissioners (by phone)

Helen McCoy, Secretary/Treasurer

Rochelle Robinson, Mayor, City of Douglasville

Richard Segal

Gilbert Shearouse, Executive Director

PUBLIC COMMENT

There was none.

The first item of business was the approval of the minutes of the November 15, 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 reminded the Board that its next meetings will be held December 12 and 13, at 5:30 p.m. The dates were adopted by resolution at the first Board meeting in January 2022.

He also reminded that the Holiday Luncheon will be held Thursday, December 8, at the Douglasville Conference Center at 11:45 a.m. Board members who would like to contribute to the employee giveaway are asked to give their donations to Mr. Shearouse or Lyndsey Sargent by the end of the December 6 Board meeting.

Mr. Shearouse reported that the Workers' Compensation insurance renewal, details of which were included in a December 1, 2022 email, is on the agenda for approval tonight. He added that the quote came in under the estimate and is a testament to the employees' efforts to facilitate safe work practices and programs. Chairman Baugh commended the employees for their actions to help bring down workers' comp claims.

STATUS REPORT

There was nothing to add to the written report.

At this time, Chairman Baugh introduced the following resolutions:

RESOLUTION AMENDING THE AUTHORITY'S BYLAWS TO ALLOW FOR ELECTRONIC CONTRACTS AND ELECTRONIC SIGNATURES. (FOR INTRODUCTION ONLY AT THE DECEMBER 6, 2022 BOARD MEETING. FOR APPROVAL AT THE DECEMBER 13, 2022 BOARD MEETING).

The Board heard the first reading of the resolution from Mr. Segal. Per Authority Bylaws, the resolution must undergo an introductory reading and placed on the agenda for approval at the next regularly scheduled Board meeting.

RESOLUTION AUTHORIZING A PURCHASE ORDER TO CONVERGE TECHNOLOGY SOLUTIONS, US, LLC FOR ANNUAL MICROSOFT 365 LICENSES IN THE AMOUNT OF \$50,208.00.

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

RESOLUTION APPROVING REVISIONS TO THE APPENDIX TO THE PERSONNEL POLICY MANUAL (JOB TITLES AND PAY RANGES) AND AUTHORIZING SENIORITY BONUSES.

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. Mr. Shearouse thanked the Board on behalf of Authority employees, adding that this meant so much to them.

RESOLUTION AUTHORIZING A PURCHASE ORDER TO ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA-GROUP SELF-INSURANCE WORKERS' COMPENSATION FUND FOR WORKERS' COMPENSATION INSURANCE FOR CALENDAR YEAR 2023 IN THE AMOUNT OF \$114,018.00.

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 AUTHORIZING CHANGE ORDER NO. 1 (FINAL) WITH UNITY CONSTRUCTION CO., INC. FOR THE ST. ANDREWS WATER LINE REPLACEMENT PROJECT IN THE AMOUNT OF \$104,879.65 (DECREASE).

A motion was made by Mr. Flowers 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 AMERICAN CAST IRON PIPE COMPANY IN THE AMOUNT OF \$262,914.30 FOR 8-INCH DUCTILE IRON PIPE FOR THE SHELBY FOREST WATER LINE REPLACEMENT PROJECT.

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

RESOLUTION AUTHORIZING A PURCHASE ORDER TO AMERICAN CAST IRON PIPE COMPANY FOR DUCTILE IRON PIPE INVENTORY IN THE AMOUNT OF \$118,402.00.

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

RESOLUTION AUTHORIZING A PURCHASE ORDER TO THE GEORGIA DEPARTMENT OF TRANSPORTATION FOR ADJUSTMENT OF VALVES AND MANHOLES ASSOCIATED WITH THE HIGHWAY 92 RESURFACING PROJECT IN THE AMOUNT OF \$55,238.00.

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

RESOLUTION AWARDED THE BID FOR THE LEE ROAD TAX ALLOCATION DISTRICT SEWER EXTENSION PROJECT TO CRAWFORD GRADING AND PIPELINE INC. IN THE AMOUNT OF \$1,250,000.00.

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

RESOLUTION AWARDED THE BID FOR THE 2022 SEWER MANHOLE REHABILITATION PROJECT TO JAMES WARREN AND ASSOCIATES INC. IN THE AMOUNT OF \$349,977.60.

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

Mr. Shearouse passed around to Board members the Arts in the Community Award the Authority received at the Douglas County Cultural Arts Council's Annual Gala. The award recognizes local businesses that promote and partner with arts initiatives that have a positive impact on the community. WSA won based on its partnership with the CAC including the Arts on Fire hydrant painting, the school system's rain barrel decoration contest and participation in events such as the Taste of Douglasville, the Chili Cook-off, and the Mosaic Multicultural Festival.

Mr. Shearouse announced that Wastewater Lab Supervisor Stephen Howard was recently honored as one of West Georgia's 40 Under 40. He spoke on Howard's leadership and involvement in the community in his relatively short time with the Authority.

Ms. Robinson asked if WSA could paint its manhole covers as an art beautification project like the fire hydrant decorating project. Discussion followed and Mr. Shearouse will report back.

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,

Helen R. McCoy, Secretary/Treasurer

Approved by:

Peggy E. Baugh, Chairman