

**DOUGLASVILLE-DOUGLAS COUNTY WATER AND SEWER AUTHORITY**  
**BOARD MEETING**  
**June 13, 2023**  
**MINUTES**

The regular meeting of the Douglasville-Douglas County Water and Sewer Authority was held June 13, 2023, 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

Helen McCoy, Secretary/Treasurer

Phil Miller, Chairman, Douglas County Board of Commissioners

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 May 23, 2023 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 confirmed that the Board's Fall Workshop dates are October 27-28 and asked members to block those dates on their calendars. He will report back once a site is booked.

Mr. Shearouse introduced Ben Towns (Maintenance) and Michelle Edwards (Wastewater Operations) as the final two Leadership WSA participants to spend the day with the Administration department. They responded to questions and comments from Chairman Baugh regarding their experiences of the day.

Mr. Shearouse reported that the ACCG premium for the Authority's Property & Liability renewal went from \$497,577.00 last year to a quote of approximately \$711,754.00 this year. He explained that the average increase to ACCG clients across the board was 31% this year. He listed ways to decrease the costs and said a resolution to renew the insurance will take place at the next Board meeting in the amount of around \$700,000.00.

**STATUS REPORT**

There was nothing to add to the written report.

At this time, Chairman Baugh introduced the following resolutions:

**RESOLUTION APPROVING THE OPERATING AND CAPITAL IMPROVEMENTS BUDGETS FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024.**

A motion was made by Mr. Segal and seconded by Mr. Flowers to adopt the resolution as presented. Mr. Segal reported that no changes were made to the budgets following the first reading. There was no further discussion and the motion passed unanimously.

**RESOLUTION AUTHORIZING A PURCHASE ORDER TO SOUTHEASTERN OFFICE FURNITURE CONSULTANTS, LLC IN THE AMOUNT OF \$76,048.90 FOR THE PURCHASE OF OFFICE FURNITURE FOR THE EXISTING ADMINISTRATION BUILDING.**

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 A LETTER OF UNDERSTANDING WITH 7850 LEE ROAD (GA) OWNER, LLC FOR PRIVATE UTILITY RELOCATION WORK AT THE VILLAS AT WEST RIDGE APARTMENTS AS PART OF THE LEE ROAD WATER AND SEWER LINE RELOCATION PROJECT (PHASE 2) IN THE AMOUNT OF \$203,486.00.**

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 AUTHORIZING CHANGE ORDER NO. 3 TO WORK ORDER NO. 21-1 WITH UNITY CONSTRUCTION CO., INC. FOR THE LEE ROAD WATER AND SEWER LINE RELOCATION PROJECT (PHASE 2) IN THE AMOUNT OF \$193,486.00.**

A motion was made by Mr. Flowers 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. 2 (FINAL) WITH RDJE, INC. FOR THE SOUTHSIDE FORCE MAIN REHABILITATION PROJECT – PHASE 1 – IN THE AMOUNT OF \$167,211.59 (DECREASE).**

A motion was made by Chairman Baugh and seconded by Ms. Fedack to adopt the resolution as presented. Following questions on the project from Ms. Robinson and responses from Mr. Shearouse, the motion passed unanimously.

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 WITH SOL CONSTRUCTION LLC FOR THE SOUTH CENTRAL WASTEWATER TREATMENT PLANT AERATOR ADDITION PROJECT IN THE AMOUNT OF \$113,279.00.**

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

**NEW BUSINESS**

Mr. Shearouse recognized Administrative Services Manager Lyndsey Sargent, who was honored with an Innovate-HER award by the Douglas County Chamber of Commerce and passed around the trophy she received. She was congratulated by Board members.

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