

CLAYTON COUNTY WATER AUTHORITY
Regular Board Meeting
1600 Battle Creek Road
Morrow, GA 30260
April 7, 2016

Present at the meeting were: Chairman John Chafin, Board Member Marie Barber, Board Member Elizabeth G. Armstrong, Board Member Robin Malone, General Manager Mike Thomas, Assistant General Manager Bernard Franks, Assistant General Manager Jim Poff, Legal Counsel Steve Fincher, Executive Coordinator Amanda LaPierre, other CCWA staff and visitors. Present via conference call were Secretary/Treasurer John Westervelt and Board Member Dr. Cephus Jackson.

Chairman John Chafin called the meeting to order at 1:30 p.m.

Invocation

Chairman Chafin introduced Stormwater Program Manager Kevin Osbey to give the invocation.

Adoption of Agenda

UPON MOTION by Rodney Givens and second by Marie Barber, to adopt the amended agenda to include New Business Item E. Calvary Refuge Center, it was unanimously

RESOLVED to approve the amended agenda.

New Business

2016 Budget Request: General Manager Mike Thomas presented a recommendation to approve the Proposed Budget Fiscal Year 2016 – 2017 Request; to include the purchase of all included Technology items and Vehicles through State Contract pricing along with Property & Casualty insurance premiums as presented.

FY2016-2017 Budget Request

- Water & Sewer \$96,895,783
- Stormwater \$9,526,697
- TOTAL \$106,422,480

- Plus specific approvals

Technology Refresh FYB 2016
 State Contract Purchase

Item	Quantity	Unit Price	Total Cost
Laptops	41	\$2,050.00	\$84,050.00
Desktops	62	\$1,125.00	\$69,750.00
Low Level Laptop	2	\$800.00	\$1,600.00
Enhanced All in One	4	\$1,500.00	\$6,000.00
Enhanced Laptops	6	\$2,450.00	\$14,700.00
Enhanced Desktops	2	\$1,500.00	\$3,000.00
Monitors	117	\$330.00	\$38,610.00
Ipads/Tablets	23	Varies	\$22,700.00
Rugged Laptop	21	\$2,000.00	\$42,000.00
		Total Budgeted Amount	\$282,410.00

Current Vendors: Southern Computer Warehouse & CDW - Government

2016-2017 Capital Expenditures-Pickups & HD Trucks
 (All Budgets)

- Meter Services:
 3 - pickups @ \$24,659 each
- Storm Water:
 2 - 4x4 pickups @ \$27,242 each
- Distribution & Conveyance:
 1 - pickup @ \$24,659
 1 - 4x4 F150 X-cab with Bed Cover @ \$27,242
 1- 4x4 F250 Standard @ \$34,598
 1- 4x4 F250 Flat Body @ \$30,242 (New)
 1 - F250 Utility Body @ \$34,291
 1 - 4x4 F250 Utility Body @ \$38,774
 2 - 4x4 F350 Flat Body @ \$36,938 each

- 1 - HD pickup Crew Cab @ \$75,000
- 3 - 4x4 pickup @ \$24,799 each
- Water Reclamation:
 - 1 - pickups @ \$27,242 (New)
- General Services:
 - 1 - 4x4 pickups @ \$27,242 each
- Total Request from State Contract- \$599,110

Annual Property & Casualty
 Insurance Premium Summary

<u>Coverage</u>	<u>Current Carrier/ Proposed</u>	2015- 2016 Actual Annual Premium	2016- 2017 Projected Annual Premium
Property/Boiler/EDP/ME	Chubb/Chubb	\$183,408	\$181,643
Crime Liability	Travelers/Travelers	\$5,596	\$5,728
General Liability	Travelers/Travelers	\$245,145	\$254,034
Automobile Liability and Comp.	Travelers/Travelers	\$96,381	\$105,610
Umbrella Liability	Travelers/Travelers	\$132,742	\$139,856
Excess Workers' Comp	Midwest Employers Casualty/MEC	\$48,409	\$52,179
Public Entity Mgt. Liability	Travelers/Travelers	\$9,581	\$9,649
Employment Practice Liability	Travelers/Travelers	\$26,727	\$26,658
Security and Privacy Liability	Chartis/Chartis	\$12,909	\$13,523
Board - Travel/Accident	Chartis/Chartis	\$1,000	\$1,000
Fiduciary Liability	Chubb/Chubb	\$3,180	\$3,180

Total		\$765,078	\$793,060
Note: Renter's TULIP is \$150 per rental to be paid by each renter.			

UPON MOTION by Rodney Givens and second by Marie Barber, it was unanimously RESOLVED to approve the Proposed Budget Fiscal Year 2016 – 2017 Request; which will include the purchase of all included Technology items and Vehicles through State Contract pricing along with Property & Casualty insurance premiums as presented.

Morrow City Hall Stormwater Infiltration Project Bid Recommendation: Stormwater Program Manager Kevin Osbey presented a recommendation to reject all current bids received for the Morrow City Hall Stormwater Infiltration Project because they significantly exceeded budget and to review, modify and re-bid the project.

Recommendation:

- Reject all bids.
- Review, modify, and re-bid
- Amend Task Order BC-SW-14-05 for an additional \$7,448.00 to cover 2nd bidding process

Funding:

CDBG Grant (City of Morrow) - \$125,000.00
Stormwater Utility Revenue (WP 2015-03)

UPON MOTION by Elizabeth G. Armstrong and second by Marie Barber, it was unanimously

RESOLVED to approve staff's recommendation to reject all current bids received for the Morrow City Hall Stormwater Infiltration Project and to review, modify and re-bid the project. This also includes approving Brown & Caldwell Task Order BC-SW-14-05 for an amount not to exceed \$7,448.00 which will facilitate the second bidding process.

HDPE Pipe Bid Recommendation: Stormwater Program Manager Kevin Osbey presented a recommendation to approve the request of Southeast Culvert, Inc. to increase the unit pricing for each listed item in the current contract by two percent in order to extend the contract for a second year.

Recommendation:

Staff recommends granting the request of Southeast Culvert, Inc. to increase the unit pricing for each listed item by 2%.
Southeast Culvert to remain primary supplier for all HDPE Pipe and Fittings (as shown on pricing sheet).

UPON MOTION by Rodney Givens and second by Marie Barber, it was

RESOLVED to approve staff's recommendation to approve the request of Southeast Culvert, Inc. to increase the unit pricing for each listed item in the current contract by two percent in order to extend the contract for a second year. In favor: John Chafin, Rodney Givens, John Westervelt, Marie Barber, Dr. Cephus Jackson and Robin Malone. Opposed: Elizabeth G. Armstrong.

Business Intelligence Software Recommendation: Director of I.T. Dan Holverson presented a recommendation on the approval of Levels of Service/Business Intelligence software and project costs in the amount of \$162,000.00.

Proceed with Projects inside of Hubble for 2016:

- | | |
|---|-----------------|
| • Refine Existing LOS as needed | \$10,000 |
| • Incorporate Insight Reporting into Hubble | \$25,000 |
| • Hubble Northstar/mCare data capture | \$25,000 |
| • Hubble Cityworks/GIS Reporting | \$32,000 |
| • Individual Departmental LOS projects | <u>\$70,000</u> |

Total 2016 \$162,000

Recommendation: The CCWA staff recommends proceeding with the Hubble as our vendor and the projects listed for the 2016 Fiscal Year in the amount of \$162,000.

Funding: The approved Business Intelligence Capital Budget includes \$250,000 for these projects.

UPON MOTION by Marie Barber and second by Rodney Givens, it was

RESOLVED to approve staff's recommendation to approve Levels of Service/Business Intelligence software and project budget in the amount of \$162,000.00 as presented. In favor: John Chafin, Rodney Givens, John Westervelt, Marie Barber, Dr. Cephus Jackson and Robin Malone. Opposed: Elizabeth G. Armstrong.

Calvary Refuge Center: Chairman Chafin presented a recommendation on providing assistance to the Calvary Refuge Center.

UPON MOTION by Dr. Cephus Jackson and second by Marie Barber, it was

RESOLVED to table the discussion on providing assistance to the Calvary Refuge Center until further research can be performed and additional information gathered. In favor: Rodney Givens, John Westervelt, Marie Barber, Elizabeth G. Armstrong, Dr. Cephus Jackson and Robin Malone. Opposed: John Chafin.

Executive Session

UPON MOTION by Elizabeth G. Armstrong, second by Marie Barber it was unanimously RESOLVED to enter Executive Session to discuss legal and personnel matters.

Approval of Executive Session Minutes

UPON MOTION by Marie Barber, second by Rodney Givens it was unanimously RESOLVED to approve the Executive Session minutes of April 7, 2016.

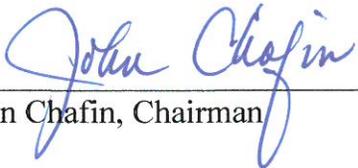
UPON MOTION by Rodney Givens, second by Marie Barber it was unanimously RESOLVED to reconvene Open Session.

Updates from the Board Members and General Manager

Information Only. No action taken.

Adjourn

UPON MOTION by Dr. Marie Barber and second by Rodney Givens it was unanimously RESOLVED to adjourn the Board Meeting at 2:16 p.m., there being no further business to come before the Board of Directors.



John Chafin, Chairman



John Westervelt, Secretary/Treasurer