

CLAYTON COUNTY WATER AUTHORITY  
Regular Board Meeting  
March 29 & 30, 2023

MINUTES

Present at the meeting were: Chairman Dr. Cephus Jackson, Vice Chair Marie Barber, Secretary/Treasurer P. Michael Thomas, Board Member John Chafin, Board Member Rodney Givens, Board Member Robin Malone, Board Member Emma Godbee, General Manager H. Bernard Franks, Assistant General Manager Teresa Worley, Assistant General Manager Keisha Thorpe, Legal Counsel Winston Denmark, Executive Coordinator Rhonda Maxwell, and other Clayton County Water Authority (“CCWA”) staff, and visitors.

**March 29, 2023**

**Call Meeting to Order**

Board Chairman Dr. Cephus Jackson called the meeting to order at 9:00A.M. Invocation was given by General Manager H. Bernard Franks.

**New Business**

General Manager H. Bernard Franks presented Opening Remarks and Year Review (Accomplishments). Information only, no action taken.

Engineering Director Kelly Taylor presented the 2020 Strategic Master Plan Progress Update. Information only, no action taken.

Engineering Director Kelly Taylor, Water Production Director Coty McDaniel, and Program Manager Lauren Chamblain presented the Lead and Copper Requirements. Information only, no action taken.

Engineering Director Kelly Taylor, Water Production Director Coty McDaniel, and Program Manager Lauren Chamblain presented the Water Production Facility and PFAS Strategy Update. Information only, no action taken.

Engineering Director Kelly Taylor presented the Strategic Master Plan Current Outlook. Information only, no action taken.

Finance Director Allison Halron presented a Financial Strategy for FY2023 -FY2024. Information only, no action taken.

Finance Director Allison Halron presented the Proposed Budget Request for FY2023 – FY2024. Information only, no action taken.

FY2023 – FY2024 Capital Expenditures and Major Initiatives presented by CCWA Directors. Information only, no action taken.

**Adjourn**

There being no further business, at 4:45 P.M., Board Chairman Dr. Cephus Jackson adjourned the meeting until 9:00 A.M. on Thursday, March 30, 2023.

**March 30, 2023**

**Invocation**

Board Chairman Dr. Cephus Jackson called the meeting to order at 9:00 A.M. Invocation was given by Water Production Director Coty McDaniel.

**Adoption of Agenda**

UPON MOTION by Board Vice Chair Marie Barber, second by Board Member Emma Godbee it was unanimously

RESOLVED to approve the agenda as presented.

**Approval of Minutes**

Board Chairman Dr. Cephus Jackson called for the approval of, or any omissions or additions to, the Minutes of the Regular Board Meeting held on March 2, 2023.

UPON MOTION by Board Treasurer P. Michael Thomas and second by Board Member Rodney Givens, it was unanimously

RESOLVED to approve the Minutes from the Regular Board Meeting held on March 2, 2023, as presented.

**Financial and Statistical Reports**

Finance Director Allison Halron reviewed the financial information distributed to the Board for the period ending February 28, 2023. Information only, no action taken.

**New Business**

**Proposed Budget Recommendation:** H. Bernard Franks presented a recommendation to adopt the Proposed Fiscal Year 2023- 2024 Budget.

UPON MOTION by Board Secretary P. Michael Thomas, second by Board Vice Chair Marie Barber, it was unanimously

RESOLVED to adopt the Proposed Budget FY 2023 – 2024 as presented on Wednesday, March 29, 2023 to include the following: (1) Approval of the total budget request of \$137,111,433, (2) Approval of allocation of Revenue Fund surplus of \$16,425,000 to specified projects, (3) Approval to seek debt funding for \$30,000,000 for PFAS design, (4) Approval of 6% cost-of-living adjustments (COLA) (\$2,114,479) and 3% merit adjustments (\$1,120,674) to salaries, (5) Approval of compensation adjustments (\$66,230) to salaries to align with the Classification and Compensation Study recommendations , (6) Authorizing the General Manager to execute a contract with the health benefit carriers at the rates presented, (7) Approval of renewal of property and casualty insurance coverages not to exceed \$1,580,823 from Insurance Broker's recommended carriers and authorizing the General Manager to bind coverages, (8) Approval of technology refresh of \$344,600 from a State Contract, (9) Approval of standard vehicle purchases of \$1,049,727 from a State Contract, and (10) Approval of specialty truck and equipment purchases of \$1,373,815 from a State Contract.

**Safety and Law Enforcement Contract Recommendation:** Resiliency Manager Walter Barber presented a recommendation for increasing the contract amount with Romero Consulting, LLC, for the contract's forthcoming renewal period to account for increased security coverages and costs.

- Romero Consulting, LLC has continuously provided quality, efficient and effective services over the past four years.
- Original contract was executed in 2019 and renewed consecutively in 2020, 2021, and 2022.
- In March of 2022, the Board approved a one-year contract in the amount of \$239,100.00, with the option to renew a second and third year.
- Staff is seeking approval to increase the contract amount to \$335,720.00, for the renewal period of April 2023 through April 2024; an increase of \$96,620.00.

There remains a consistent need for armed security. Employee safety and security remains the Authority's primary responsibility and concern. Since 2019, the responsibilities of the officers managed by Romero Consulting, LLC, have grown to include lobby security, security personnel scheduling, incident response, reporting and documentation, threat assessment, escorting or shadowing of field staff when circumstances warrant, and executive protection during Board meetings. Throughout the four-year contract with Romero Consulting, LLC, there have been multiple security-related situations. This past year officers assisted with approximately 30 investigations,

16 of which resulted in officers taking police reports. The reports documented several thefts, criminal trespass, threats against persons, and harassing communications. Important to note, this is but a fraction of the incidents that occurred during operating hours in the immediate vicinity of CCWA property of which officers were aware and ready to defend against had the threat made its way to CCWA. Though intangible, it is important to consider the criminal activity deterred by the officers' visible presence, including, but not limited to, the parking of their marked police vehicles on CCWA premises and their posting in highly visible positions on site. Their presence has greatly improved our security posture.

Since the COVID-19 Pandemic, many socio-economic factors have caused an increase in the rate of pay for security professionals. Some factors include, but are not limited to:

1. The perception of increased crime and social and political unrest.
2. The increase in minimum wage rates.
3. Insurance cost (not applicable to CCWA) of private security guards due to errors in judgement.
4. Demand for highly skilled professionals.
5. Record high inflation and cost of living adjustments.

Staff request, therefore, is for approval to again procure the services from Romero Consulting, LLC, at the increased amount of \$335,720.00.

Cost to reflect:

- An increase in hourly rates.
- Additional personnel and hours to provide boardroom security.
- 10% contingency funding.

Recommendation:

CCWA staff recommend approval of modifying the existing contract with Romero Consulting, LLC by increasing the existing contract from the amount of \$239,100.00 to \$335,720.00, an increase of \$96,620.00, for the renewal period of April 2023 through April 2024, and authorizing the General Manager to sign all necessary contracts contingent on the vendor providing the proper insurance.

UPON MOTION by Board Secretary P. Michael Thomas, second by Board Member Emma Godbee it was

RESOLVED to approve modifying the existing contract with Romero Consulting, LLC, by increasing the existing contract from the amount of \$239,100.00 to \$335,720.00, an increase of \$96,620.00 for the renewal period of April 2023 through April 2024, and authorizing the General Manager to sign all necessary contracts contingent on the vendor providing the proper insurance. In favor: Dr. Cephus Jackson, P. Michael Thomas, Marie Barber, John Chafin, Rodney Givens, Emma Godbee. Opposed: Robin Malone. Motion passes.

**Executive Session**

UPON MOTION by Board Vice Chair Marie Barber and second by Board Member Rodney Givens, it was unanimously

RESOLVED to enter an Executive Session to discuss a land and legal issue.

UPON MOTION by Board Secretary P. Michael Thomas and second by Board Vice Chair Marie Barber, it was unanimously

RESOLVED to exit Executive Session and return to open session.

**Approval of Executive Session Minutes and Executive Session Litigation Matter**

UPON MOTION by Board Secretary P. Michael Thomas and second by Vice Chair Marie Barber, it was unanimously

RESOLVED to approve the minutes of the Executive Session.

UPON MOTION by Board Secretary P. Michael Thomas and second by Vice Chair Marie Barber, it was

RESOLVED to approve Option B for the litigation matter as discussed in the Executive Session. In favor: Dr. Cephus Jackson, P. Michael Thomas, Marie Barber, John Chafin, Emma Godbee. Absent: Rodney Givens. Opposed: Robin Malone. Motion passes.

**Updates from the Board Members and General Manager**

Purchasing Manager Marcia Jones presented the SLBE Update. Information only. No action taken.

Customer Accounts Director Rodney Perkins presented the Payment Strategy relating to offering additional payment options at alternative locations. Information only. No action taken.

General Manager H. Bernard Franks presented an update on the AMI Procurement and Participation. Information only. No action taken.

**Adjourn**

UPON MOTION by Board Vice Chair Marie Barber and second by Board Member Rodney Givens it was unanimously

RESOLVED to adjourn the Board Meeting at 11:40 a.m., there being no further business to come before the Board of Directors.

Regular Board Meeting  
March 29 & 30, 2023

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A handwritten signature in black ink, appearing to be 'C. Jackson', written over a horizontal line.

Dr. Cephus Jackson, Chairman

A handwritten signature in black ink, appearing to be 'P. Michael Thomas', written over a horizontal line.

P. Michael Thomas, Secretary/Treasurer