

**CLAYTON COUNTY WATER AUTHORITY**  
**POST SUMMARY MINUTES**

Board Meeting  
*1:30 P.M. Thursday, December 5, 2019*  
1600 Battle Creek Road  
Morrow, GA 30260

Present at the meeting were: Chairman John Chafin, Vice Chairman Marie Barber, Secretary/Treasurer Rodney Givens, Board Member John Westervelt, Board Member Dr. Cephus Jackson, Board Member Robin Malone, Board Member Vivian Baldwin, General Manager Bernard Franks, Assistant General Manager Teresa Worley, Assistant General Manager Keisha Thorpe, Legal Counsel Steve Fincher, Executive Coordinator Amanda La Pierre and other CCWA staff and visitors.

**I. Call Meeting to Order**

- A. Chairman John Chafin called the meeting to order at 1:30 P.M. Invocation was given by Sr. Engineering Technician Michael Shinn.
- B. Adopted agenda as presented. Motion by Dr. Cephus Jackson, second by Robin Malone. Vote unanimous.
- C. Approved Minutes of the Regular Board Meeting held on November 7, 2019. Motion by Marie Barber, second by John Westervelt. Vote unanimous.
- D. Financial Reports presented by Finance Director Allison Halron. Information only. No action taken.

**II. Recognition**

- III. Georgia Association of Water Professionals Fall Conference Awards.** Communications & Community Relations Manager Suzanne Brown recognized CCWA's award recipients from the Georgia Association of Water Professionals Fall Conference. Information only, no action taken.

**IV. New Business**

- A. **Small Gravity – Flow Pipe Work Bid Recommendation.** Motion by Marie Barber, second by Rodney Givens to award the Small Gravity – Flow Pipe Work Bid to Don Hall Construction based on the unit pricing provided. Vote unanimous.
- B. **Small Pressure – Flow Pipe Work Bid Recommendation.** Motion by Robin Malone, second by Vivian Baldwin to award the Small Pressure – Flow Pipe

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Work Bid to Don Hall Construction based on the unit pricing provided. Vote unanimous.

- C. Sole Source Manhole Recommendation.** Motion by John Westervelt, second by Dr. Cephus Jackson to approve the Sole Source purchase of Armorock manholes. Vote unanimous.
- D. Miscellaneous Concrete Work Bid Recommendation.** Motion by Dr. Cephus Jackson, second by Rodney Givens to award the Miscellaneous Concrete Work Bid to DAF Concrete, Inc. as the primary contractor and to DJR Construction Group LLC as the secondary contractor based on the unit pricing provided. Vote unanimous.
- E. Water Meter Installations and Service Renewals Bid Recommendation.** Motion by Marie Barber, second by Vivian Baldwin to award the Water Meter Installations and Service Renewals Bid to Mack Jones Enterprises based on the unit pricing provided. Vote unanimous.
- F. Watershed Protection Plan 2019 Update.** Motion by Vivian Baldwin, second by Marie Barber to adopt the 2019 Watershed Protection Plan as presented. Vote unanimous.
- G. West Jesters Creek Watershed Management Plan.** Motion by Vivian Baldwin, second by Dr. Cephus Jackson to approve the West Jesters Creek Watershed Management Plan Task Order HS-SW-19-03 with Hazen and Sawyer at a total cost of \$151,995.00. Vote unanimous.
- H. Quarry Products - Picked Up Bid Recommendation.** Motion by John Westervelt, second by Marie Barber to award the Quarry Products – Picked Up Bid to Luck Stone D/B/A Stephens Industries, LLC. based on the unit pricing provided. Vote unanimous.

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

Motion by John Westervelt, second by Marie Barber to approve the transfer of \$310,000.00 from IVR Enhancements to the CIS Project, to approve the transfer of \$76,000.00 from the General Manager's Contingency Fund to the CIS Project, to approve the extension of the Whitlock Consulting contract for 12 months at a cost of \$10,750.00 per month plus travel expenses and to approve a change order for Yortech in the amount of \$59,610.00. Vote unanimous.

Bernard Franks provided an update on C.W. Matthews. Information only, no action taken.

John Chafin provided an update on the upcoming holiday celebration. Information only, no action taken.

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Bernard Franks provided an update on the upcoming Clayton Nights event. Information only, no action taken.

Bernard Franks provided an update on the 2020 AWWA ACE Conference. Information only, no action taken.

It was decided that the HR Committee will hold its first meeting in January 2020. Information only, no action taken.

**VI. Adjourn**

There being no further business to discuss, motion by Dr. Cephus Jackson, second by Rodney Givens, to adjourn the meeting at 4:02 p.m. Vote unanimous.