

DOUGLASVILLE-DOUGLAS COUNTY WATER AND SEWER AUTHORITY
BOARD MEETING
November 14, 2023
MINUTES

The regular meeting of the Douglasville-Douglas County Water and Sewer Authority was held November 14, 2023, at 5:30 p.m. in the Community Room of the WSA Administration Building.

Members present:

Peggy E. Baugh, Chairman

Nia Brown

John Dean

Cindy Fedack, Vice Chairman

Christopher Flowers (by phone)

Joseph Fowler, Board Attorney

Helen McCoy, Secretary/Treasurer

Phil Miller, Chairman, Douglas County Board of Commissioners

Rochelle Robinson, Mayor, City of Douglasville

Gilbert Shearouse, Executive Director

PUBLIC COMMENT

There was none.

The first item of business was the approval of the minutes of the October 24, 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 reminded that the meeting schedule has been adjusted due to the holidays. The monthly work session for this month will be held November 27th and the last board meeting of the month will be held November 28th. In December, regular board meetings will be held December 5th and December 12th, and the work session will be held December 11th.
- Mr. Shearouse invited board members to the Authority's Thanksgiving luncheon on November 15th at Ike Owings Community Center at Hunter Park. Everyone is invited to drop in between 11:30-1:30. This is paid for by the employee committee, he said. A flyer was left at each member's workstation.
- Mr. Shearouse also announced that the Holiday Luncheon will be held Thursday, December 7th, at the Douglasville Conference Center at 11:45 a.m. He said this is the only time most of the employees get together in one place and is a celebration of several initiatives, such as the Jeans for a Cause incentive and to celebrate Leadership WSA graduates. It is also an opportunity for WSA managers and board members to donate to the employee giveaway. Board members may donate up to the December 5th board meeting and can give their donations to Mr. Shearouse or Communications Coordinator Krystal Horne.
- Mr. Shearouse reminded that WSA is moving to paperless pay stubs and asked board members to sign up at ADP for this. Each member received the paperwork at their station. Mr. Shearouse

noted that members' names must be filled out exactly as it shows on their paystub. He or Administrative Services Manager Lyndsey Sargent will assist those who need help doing this.

- Lastly, Mr. Shearouse commented that Item 6 on today's Agenda – the Lee Road Change Order – was reduced by \$23,000.00, and credited Deputy Director Brian Keel and his team for negotiating the contract from \$202,274.00 to \$179,092.00.

STATUS REPORT

There was nothing to add to the written report.

At this time, Chairman Baugh introduced the following resolutions:

RESOLUTION AUTHORIZING CHANGE ORDER NO. 5 TO WORK ORDER NO. 21-1 TO THE ANNUAL CONTRACT FOR 20-INCH DUCTILE IRON PIPE INSTALLATION WITH UNITY CONSTRUCTION CO., INC. FOR THE LEE ROAD WATER AND SEWER LINE RELOCATION PROJECT (PHASE 2) IN THE AMOUNT OF \$179,092.00.

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 CHANGE ORDER NO. 1 TO WORK ORDER NO. 23-1 WITH HAZEN AND SAWYER, P.C. FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE SOUTH CENTRAL WASTEWATER TREATMENT PLANT ADMINISTRATION BUILDING HVAC IMPROVEMENTS PROJECT IN THE NOT-TO-EXCEED AMOUNT OF \$59,650.00.

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

NEW BUSINESS

There was none. Mr. Shearouse congratulated Mayor Robinson for her reelection win and Chairman Baugh wished her a successful next four years. Mayor Robinson commented that it is a blessing to be able to continue to serve, said she is thankful for the opportunity, and looks forward to working on the WSA board for the next four years.

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