

Middle Chattahoochee Regional Water And Sewer Authority Meeting Minutes

Tuesday, March 8th, 2022
Palmetto- City Hall
509 Toombs St, Palmetto, GA 30268

- I. Chairman Mayor J. Clark Boddie called the meeting to order at 7:00 pm.
- II. Roll Call was taken by Secretary Jessica Davis with the following board members present:

The Honorable Chairman Mayor J. Clark Boddie
The Honorable Councilman Brian Jones The Honorable Vice-Chair Sonja Fillingame
The Honorable Mayor Vince Williams The Honorable Councilwoman Tara Miller

The following board members were absent during the roll call:

The Honorable Mayor Mario Avery
The Honorable City Manager Tony Phillips

The attendance of the board constituted a quorum and the meeting proceeded.

III. Approval of Water Authority Minutes:

The motion to approve the February 8th, 2022 MCRW&SA meeting minutes was made by Vice-Chair Fillingame and seconded by Mayor Williams. **Vote: 5-0; Motion Carried**

The motion to approve the February 21st, 2022 MCRW&SA Special Called Meeting Minutes was made by Vice-Chair Fillingame and seconded by Mayor Williams. **Vote: 5-0; Motion Carried**

IV. New Business:

V. Discussion and Approval:

- RFP- Accounting and Financial Services for the Authority (Item tabled at the December 14th, January 11th, and February 8th Meeting)
Please see the discussion below.

VI. Reports:

A. Water Authority Attorney-

Attorney Davenport did not have anything to report as the authority's attorney.

B. Financial Report-

Attorney Davenport presented requisition #230 in the amount of \$14,486.74.

The motion to approve requisition #230 was made by Mayor Williams and seconded by Councilwoman Miller.

Vote: 5-0; Motion Carried

C. Project Managers-

- **Water Withdrawal Application:**

The Project Managers are waiting on the completion of the installation. Project Manager Benz received a phone call from Coweta County Water & Sewer Authority, who requested the authority's 2018 water treatment and testing results. The results are available to the public.

The motion to provide the requested information to Coweta County Water & Sewer Authority was made by Mayor Williams and second by Councilman Jones. **Vote: 5-0; Motion Carried**

- **Mitigation:** The authority received the \$53,480.00 that was monastery credits. The Project Managers are still waiting for the wiring of the \$400,090.00.
- **Funding Status:** The COVID Relief funds were released on February 27th. The authority and 60% of the companies did not receive a funding reward. The authority's request was 25 million; however, some rewards exceeded the 25 million. Some counties hired very expensive lobbyists to assist with their applications. Several of the rural cities like Auburn and Gwinnett were funded. There will be a funding opportunity in May.
- **GEFA Loan:** All the audits will be completed in May, and the project managers will file in June for August consideration. The project managers received requests from Mauldin & Jenkins (M&J). They provided them with the appropriate documentation.

Vice-Chair Fillingame informed the board that she was happy to hear that M&J was working to complete the audit. Union City applied for funding also and was denied.

Mayor Avery arrived at 7:18 pm

Project Manager Benz informed the board that the district plan will be updated this year. Members of different water basins received copies of what the district plan may be and sent in comments. In one area, the authority was listed and omitted in another. The project managers reached out and told them to ensure they were listed consistently throughout the document. The board will receive comments in May.

Chairman Boddie asked if the overall look for the items was planned or political?

Project Manager Benz stated that the only places in the metro that got funded were places like Forsyth, who said they would return water to Lake Lanier. Gwinnett County stated they will be able to treat septic, which is a problem that the state is experiencing issues.

Project Manager Gray stated that there are three different mega-sites in Georgia. The sites are for the large economic development projects, and the state recruits people to those sites. All three applied for funding, and none got funded. She further stated that the response the project managers received from sources up high is that it was political.

D. Hawks Environmental-

Ms. Laurie Hawks informed the board that the following firms submitted their application: Gresham Smith, Arcadis, and GMC. The list of firms is on the website. In the RFQ response evaluation, Ms. Hawks listed which firms were teamed together. Hawks Environmental asked firms to state if they were MBE or WBE. Ms. Hawks deemed whether the submittal was responsive. Gresham Smith and Arcadis were fully responsive. GMC had a few missing, including a schedule in the approach section and staff not

listed on the experience project. Ms. Hawks deemed them overall responsive, and it's up to the authority to decide if they want to go back and ask for that info to make their response complete. The board has the option to go back and request the information.

Hawks Environmental has the board members' score sheets and will score the total points and rank them from 1st, 2nd, or 3rd. With the GEFA process and the RFQ, Hawks Environmental had it set up as a two-step process. The proposals ranged from 85 points (highest). The highest-ranking firm can be asked to attend an interview which is an additional 15 points they can earn.

Interview Agenda: Hawks Environmental provided the board with a proposed agenda. There will be 30 minutes for the firm's presentation and 20 minutes for questions and answers.

Councilman Jones stated that 20 minutes was a good amount of time for questions and suggested 40 minutes for their presentation.

Mayor Avery inquired about the evaluation team, and Attorney Davenport explained that when the board has a committee set up by the agency, it's a subunit of the agency. The quorum of the committee will trigger the open meeting acts and open records acts.

Ms. Hawks, asked if it would still be a public meeting with three members present?

Attorney Davenport stated that If the authority says, let's create a committee to do this. The act of creating a committee puts a burden on abiding by the open meeting acts on that committee when a quorum of that committee gets together. The board will need a quorum of that committee to decide. Even though the board has less than a quorum of the authority, the board has less than a quorum of that committee they set up for this purpose and it will be subject to the open meeting acts.

Ms. Hawks asked, is it possible to have three people but not have a committee? Attorney Davenport explained to Ms. Hawks that the board can move forward with the 4, but the authority doesn't know how it will affect the score of 4 out of 7. The tally will be based on 4 instead of 7 people.

Ms. Hawks expressed her concern regarding the public meeting and doesn't want one firm having the advantage of sitting in on another firm's interview. Mayor Boddie stated that he would ask the other firm to wait in the lobby for their turn. Ms. Rebecca Lindsey stated that there is no way any of those firms are going to attend any other firm's sessions. She further stated that it is hugely unethical, and nobody would do that. Ms. Hawks informed the board that there may be other interested parties who may attend and sit in on the interview.

Mayor Avery asked Hawks Environmental should the board not decide on the allocation before the interview process to ensure that one firm can't jump another in the process. Should you consider ranking it number 1 with 15, number two with 10, and number 3 with 5? The objective is to ensure that the interview doesn't get 100.

Mayor Boddie provided the board with an example regarding the scoring. If the number 1 ranking provided everything, they are not able to overtake 2 or 3 in the scoring. There could be a difference between 1 and 3.

Councilman Jones stated that if number 3 ranked based on the allocation of points for the interview. that 15 points won't move them. In his opinion, number 3 will not get interviewed.

Hawks Environmental informed the board members that the final score is out of 100. If a firm is not invited, their interview score is 0.

Ms. Hawks provided the rankings:

1. Gresham Smith- 83 points
2. GMC- 70.1 points
3. Arcadis- 68.4 points

Mayor Avery stated that it doesn't make a difference about interviewing all firms, because 2 and 3 will have to blow it out of the park to beat number 1.

Mayor Avery asked Attorney Davenport if the authority will be challenged if number 2 is not interviewed? Attorney Davenport informed the board that they can be challenged, but the way the authority has it set up, the documentation states that it's not guaranteed that there will be any interviews.

The motion to select the number one candidate to be the only firm interviewed was made by Mayor Williams and seconded by Mayor Avery. **Vote: 5-1; Motion Carried**

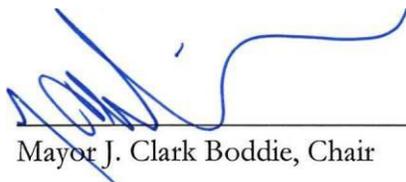
The following members were in favor: Mayor Boddie, Mayor Williams, Mayor Avery, Vice-Chair Fillingame, and Councilwoman Miller.

The following member was opposed to the motion: Councilman Jones

The board agreed to conduct the interview on March 17th at 10:00 am at Palmetto City Hall.

Discussion: Accounting Issue revisit- Mayor Avery provided the board members with a list of potential candidates for the authority's accounting position. The board selected JAT Consulting Services, Inc, and Mayor Avery will reach out to the company.

- VII.** The motion to adjourn the meeting at 7:52 pm was made by Mayor Williams and seconded by Councilman Jones. **Vote: 6-0; Motion Carried**



Mayor J. Clark Boddie, Chair



Jessica Davis, Secretary