



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Joseph D. Witcher Plant Manager

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### **Minutes**

**Monday, November 9, 2020 ◊ 5:00 PM**

*Sinclair Water Plant*

The Sinclair Water Authority met on Monday, November 9, 2020 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

#### *PRESENT*

Chairman Robert Brown  
Member Trevor Addison  
Member Sammy Hall  
Member Kelvin Irvin  
Member David Waddell

#### *STAFF PRESENT*

Plant Manager Andrew Paracca  
Clerk Lynn Butterworth

#### **Opening**

1. Call to Order

Chairman Brown called the meeting to order at approximately 4:55 p.m.  
(Copy of agenda made a part of the minutes.)

2. Public Participation

None

#### **Minutes**

3. Approval of Minutes

a. September 14, 2020 Regular Meeting

**Motion to approve the minutes of the September 14, 2020 Regular Meeting.**

**Motion made by Member Addison, Seconded by Member Hall.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

b. October 19, 2020 Called Meeting

**Motion to approve the minutes of the October 19, 2020 Called Meeting.**

**Motion made by Member Addison, Seconded by Member Hall.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

### **Reports I**

4. Introduction of Plant Manager Andrew Paracca

Chairman Brown introduced new Plant Manager Andrew Paracca.

5. Manager's Report

Plant Manager Paracca reported the on following:

(Copy of report made a part of the minutes.)

- DBP Improvements
- COVID-19 Update
- Alum Sludge
- Train Overhead Lift
- CIP System Rebuild

### **New Business**

6. Approval of 2021 SWA Meeting Calendar

**Motion to approve the proposed 2021 SWA Meeting Calendar**

**Motion made by Member Addison, Seconded by Member Irvin.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

(Copy of meeting calendar made a part of the minutes.)

7. Election of Officers

a. Secretary (currently Christina Corn)

**Motion to appoint Christina Corn as SWA Secretary.**

**Motion made by Member Addison, Seconded by Member Irvin.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

b. Treasurer (currently Linda Zarkowsky)

**Motion to appoint Linda Zarkowsky as SWA Treasurer.**

**Motion made by Member Hall, Seconded by Member Irvin.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

8. Approval of 2021 Budget

Member Addison reviewed the highlights and increases to the budget. He requested to change line item 53.1200 - Utilities/Energy from \$180,000 to \$165,000 and the line item for Expense Contingency from \$13,000 to \$28,000.

**Motion to approve the 2021 Budget as amended.**

**Motion made by Member Addison, Seconded by Member Waddell.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

(Copy of budget made a part of the minutes.)

**Old Business**

9. Update on Exchange Bank Accounts of Operating and USDA Reserve Account (TA)

Member Addison requested more time to research interest rates and will report back at the next meeting. No action was taken.

**Reports II**

10. Plant Production Reports

Plant Production reports are in the meeting package to review. No action was taken.

11. Financial Reports

Financial reports are in the meeting package to review. No action was taken.

**Closing**

12. Next Meeting - January 11, 2021

The next meeting is scheduled for January 11, 2021 at 5:00 p.m.

13. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Member Irvin, Seconded by Member Waddell.**

**Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell**

Meeting adjourned at approximately 5:12 p.m.

ATTEST:

Lynn Butterworth  
Clerk

Robert Brown  
Chairman