



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Joseph D. Witcher Plant Manager

Phone (706) 485-8993 Fax (706) 485-8994

Minutes

Thursday, September 12, 2019 ◊ 5:30 PM

Sinclair Water Plant

The Sinclair Water Authority met on Thursday, September 12, 2019 at approximately 5:30 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

PRESENT

Chairperson Joan Minton
Member Trevor Addison
Member Sammy Hall
Member Donna Van Haute
Member David Waddell

STAFF PRESENT

Plant Manager Joey Witcher
Attorney Christian Henry
Clerk Lynn Butterworth

Opening

1. Call to Order

Chairperson Minton called the meeting to order at approximately 5:33 p.m.
(Copy of agenda made a part of the minutes.)

2. Public Participation

None

Minutes

3. Minutes - May 20, 2019

Motion to approve May 20, 2019 Minutes.

Motion made by Member Addison, Seconded by Member Hall.

Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell

Old Business

4. Bonds Refinance with Bill Camp

Mr. Bill Camp was running late. Skipped this item for now.

Reports I

5. Manager's Report

- Budget Calendar

Chairperson Minton advised that the budget committee met Monday and Plant Manager Witcher will be meeting with Baldwin and Putnam on October 1st to check on their volume needs for the next year. The Budget Calendar has one change to the "Projected Budget Provided to Authority Members" - the due date is now October 18. No action was taken.

- Intake & Generator Update

Plant Manager Witcher reported on the following:

DBP Improvements:

- Water supply line from plant to RWPS is complete and operational. Initial CLO2 operation is satisfactory but optimization is still ongoing.
- Secondary containers for the chemical storage totes have been purchased but not placed in final location. Awaiting liquid transfer of remaining acid volume and installation of new connecting piping.
- Camera system equipment purchased but not yet installed.
- Awaiting purchase of metal building structure until all totes and piping are in place.
- Installation of CLO2 monitor in progress

Generator:

- GEMA state application approved July 26
- Working on federal application forms to be submitted by September 23
- Still in need of meter verification letter from Baldwin County

Train 4 Membrane Replacement:

- Summary packaged submitted to EPD on August 15 with supplemental data submitted the week of August 19
- Awaiting EPD approval; expected in early September

- Motion to discard old filters after new have been installed

Motion to discard the old Z1000 filters that are left from the original plant purchase.

Motion made by Member Van Haute, Seconded by Member Addison.

Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell

Reports II

6. Plant Production Reports

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

7. Financial Reports

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

- 2018 Audit

Chairperson Minton announced that the audit is available for review.

Back to item #4 – Bonds Refinance with Bill Camp

Mr. Bill Camp, of Raymond James, distributed and reviewed a handout regarding the Revenue Refunding Bond.

Motion to approve the Bond Resolution and Bond Purchase Agreement and authorize the chairperson to sign.

Motion made by Member Addison, Seconded by Member Van Haute.

Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell

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

Mr. Camp also offered his firm for continuing disclosure service. He made a proposal for \$3500 per year. He explained that we need a plan in place to make sure this happens every year. It might be possible for this to be done through the audit. Member Waddell asked the budget committee to review this and add to the next agenda.

Closing

8. Next Meeting and Budget Adoption

- November 18, 2019

The next meeting is scheduled for November 18, 2019 at 5:00 p.m.

9. Adjournment

Motion to adjourn the meeting.

Motion made by Member Hall, Seconded by Member Van Haute.

Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell

Meeting adjourned at approximately 6:09 p.m.

ATTEST:

Lynn Butterworth
Clerk

Joan Minton
Chairperson