



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Andrew Paracca Plant Manager

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

Minutes

Monday, July 12, 2021 ♦ 5:00 PM

Sinclair Water Plant

The Sinclair Water Authority met on Monday, July 12, 2021 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

PRESENT

Chairman Robert Brown

Member Sammy Hall

Member Tommy Jefferson

Member David Waddell

Member Billy Webster

STAFF PRESENT

Plant Manager Andrew Paracca

Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Brown called the meeting to order at approximately 4:57 p.m.

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

2. Public Participation

None

Minutes

3. Approval of Minutes - May 10, 2021 Regular Meeting

Motion to approve the May 10, 2021 Regular Meeting Minutes.

Motion made by Member Jefferson, Seconded by Member Hall.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Waddell, Member Webster

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Reports I

4. Manager's Report

Plant Manager Paracca reported the following:

- Membrane performance remains stable
- Sanitary survey response completed
- GovDeals account set up
- SCI-62 Algaecide summer application has been started
- Damaged asphalt behind CIP chemical room has been repaired
- Sludge removal process plan till end of year
- Maintenance program
- Update on NPDES permit and testing procedures

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

Old Business

5. Sludge Management - Motion for pre-approval amount

Manager Paracca provided an update on reevaluating the coagulant and clearing of the lot. He requested to have Carter and Sloope's assistance for handling permitting, designing, planning, and zoning involved with clearing approximately five acres for a drying area.

Motion to approve up to \$5000 for engineering regarding sludge management.

Motion made by Member Jefferson, Seconded by Member Webster.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Waddell, Member Webster

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

6. Cyber Security - Update and Quote for Managed Services by Need A Nerd - Motion to accept

Manager Paracca advised that he is awaiting Suez and M.R. systems response to the insurance questionnaire associated with each entity's network vulnerability and requested approval of a quote from Need a Nerd for internal network security.

Motion to approve contract with Need a Nerd as presented.

Motion made by Member Webster, Seconded by Member Jefferson.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Waddell, Member Webster

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

New Business

7. Budget FY22 - Appoint Budget Committee and Approve Proposed Budget Calendar

Chairman Brown asked Members Waddell and Jefferson to serve as the Budget Committee and they accepted.

Motion to approve Budget Committee and the proposed budget calendar based on ability of committee members to change dates as necessary with notice to the board.

Motion made by Member Hall, Seconded by Member Jefferson.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Waddell, Member Webster

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

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8. CIP Room System Repairs - Motion to approve \$5000 from Capital Funds
Manager Paracca explained need for repairs to the clean in place chemical room.
Motion to approve \$5000 taken from Capital Improvements to fund Clean in Place system upgrades.
Motion made by Member Waddell, Seconded by Member Webster.
Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Waddell, Member Webster
(Copy of report made a part of the minutes.)

Reports II

9. Plant Production Reports
Plant Production reports are in the meeting package to review. Member Jefferson requested for the billing budget report to be included in future meeting packages. No action was taken.

10. Financial Reports
Financial reports are in the meeting package to review. Manager Paracca reported that he would be meeting with the auditors tomorrow. It was also reported that Linda Zarkowski is quitting at the end of this year and plans are for Christina to take over, along with someone on a consulting basis and to assist with the appropriate checks and balances. No action was taken.

Closing

11. Next Meeting - September 13, 2021
The next meeting is scheduled for September 13, 2021 at 5:00 p.m.

12. Adjournment

Motion to adjourn the meeting.
Motion made by Member Jefferson, Seconded by Member Webster.
Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Waddell, Member Webster

Meeting adjourned at approximately 5:52 p.m.

ATTEST:

Lynn Butterworth
Clerk

Robert Brown
Chairman

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