



Sinclair Water Authority
 126 Cay Drive Milledgeville, GA 31061
 Phone (706) 485-8993 Fax (706) 485-8994

Minutes
Monday, May 9, 2022 ◊ 5:00 PM
Sinclair Water Plant

The Sinclair Water Authority met on Monday, May 9, 2022 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 Ed Walker
- Member Billy Webster

STAFF PRESENT

- Plant Manager James Cupo
- Clerk Lynn Butterworth
- Christina Corn
- Danny Lyndall
- Brice Doolittle

Opening

1. Call to Order

Chairman Brown called the meeting to order at approximately 5:00 p.m. (Copy of agenda made a part of the minutes.)

2. Public Participation

None

Minutes

3. Approval of Minutes - March 14, 2022 Regular Meeting

Motion to approve the March 14, 2022 Regular Meeting Minutes.

Motion made by Member Jefferson, Seconded by Member Hall.

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

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Reports I

4. Operations Report

Plant Manager James Cupo reported the following:

- SWA was presented with a Gold Award from the Georgia Association of Water Professionals
- Maintenance
 - Since the last board meeting, SWA staff completed 204 preventative work orders and 33 corrective maintenance work orders
- Safety
- Operations
 - Raw Water Intake
 - Flocculation / Sedimentation Basins
 - Membrane Filters
 - Chemical Feed / CIP System
 - Projects for the coming months

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

5. 2021 CCR

Mr. Danny Lyndall reported that the annual consumer confidence report is required to be published every year prior to July 1. SWA only has to give it to their two customers (Baldwin County & Putnam County). No action was taken.

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

6. Discussion on Membrane Replacement Delivery

Mr. Lyndall reminded board members that SWA has a contract with Suez for its membrane replacement project and staff is trying to make the membranes last as long as possible. Trane #2 has been repaired frequently and it is recommended that it be replaced. Trane #3 is set to replace in 2023 or 2024 based on need and that may be able to be pushed back. Installation can be done inhouse, so no need to pay Suez to install.

Mr. Brice Doolittle added that new ones should be able to be received by October. The shelf life has no expiration date. He will contact Suez about keeping some in stock for when we need them. No action was taken.

7. Update on funds allocated to SWA by counties

Member Jefferson presented a check to SWA for \$250,000.00 from Putnam County. Member Hall advised that Baldwin County has the money ready but needs a letter from SWA with the capital expenditures listed out. No action was taken.

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8. Action on Capital Projects projections

Member Jefferson advised that he reviewed the capital expenditures with ESG (see Quarterly Breakdown of Improvement Schedule) and he believes that with the \$250K from each county and money on hand, SWA can afford this plan.

It was reported that the \$275K Capital Reserve in CD has been moved to a money market account and Christina advised that there is \$94K in another money market, making \$369K total.

Motion to accept the capital expenditure program presented by ESG and approve money through the end of 2022 (3rd quarter of chart).

Motion made by Member Jefferson, Seconded by Member Walker.

Voting Yea: Chairman Brown, Member Jefferson, Member Walker, Member Webster
(Copy of schedule made a part of the minutes.)

New Business

9. Moody's Ratings for SWA

Member Jefferson advised that the 2019 bonds are insured and insurer's have ratings and we have to notify our agents. Raymond James will notify the bond holders. This has no impact on SWA. No action was taken.

10. CD Update by Tommy Jefferson

This was discussed in Item #8.

11. Low Chlorine Levels

Member Hall advised that Baldwin County is concerned about chlorine levels and they would like to be notified when adjustments are made by SWA. They are just asking for good communication between Baldwin and SWA/ESG.

Mr. Lyndall advised that the rate is set at 1.75 and hasn't been changed. No action was taken.

Old Business

WaterFirst Program – added to agenda

Member Hall advised that he has had a hard time getting in touch with GEFA, but finally did today, which is why this was added to the agenda. The WaterFirst Program is a designation that can be earned for achieving excellence in water resources management. Some of the benefits include a one percent interest rate reduction on GEFA loans and eligibility to apply for CDBG grants every year instead of every other year. There is a workshop scheduled in Dawson County on May 24 but it's not necessary to attend. An application will need to be submitted or a combination application could be done with Putnam/Baldwin/SWA. Member Hall passed out a handout and said he will review the application and possibly add to the next agenda for action. No action was taken.

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

Reports II

12. Plant Production Reports

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

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13. Financial Reports

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

Member Jefferson shared that cash flow seems okay and hopefully 5% increase in rates will help.

Mr. Lyndall advised that chemical increases are causing overages in the budget already and that some costs have even doubled. Mr. Doolittle added if all continues as is the budget will be \$60K over on chemicals.

Closing

14. Next Meeting - July 11, 2022

The next meeting is scheduled for July 11, 2022.

15. Adjournment

Motion to adjourn the meeting.

Motion made by Member Jefferson, Seconded by Member Hall.

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

Meeting adjourned at approximately 6:24 p.m.

ATTEST:

Lynn Butterworth
Clerk

Robert Brown
Chairman

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