

Sinclair Water Authority  
Monday, March 17, 2013  
5:00 p.m.

A meeting of the Sinclair Water Authority was held Monday, March 17, 2013 at 5:00 p.m., at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, with Chairperson Joan Minton presiding.

Board Members Present

Joan Minton  
Ed Walker  
Tom Thompson  
Tommy Jefferson

Staff Present

Joey Witcher  
Terry Jackson

Call to Order

Chairperson Joan Minton called the March 18, 2013 meeting of the Sinclair Water Authority to order at 5:00 p.m.

Approval of Minutes

Member, Tommy Jefferson moved to approve the February 7, 2013 meeting minutes. Member, Ed Walker seconded the motion and it passed unanimously.

Report from Plant Manager

Joey Witcher, the Plant Manager, made a presentation on the following plant activities:

Facility Report:

Filters – The board was updated on the PACL trial that started January 15, 2013

Current and Potential Projects List:

RWPS Improvements – Board was updated on the project.

Public Education:

Board notified of plant tours being scheduled for this Spring.

Production Report:

The Board was provided with February 2013 Plant Flows Report, Monthly Flow Rate and Monthly Billable Gallons Graphs for each county along with the Meter Readings.

Personnel

Minton and Jefferson provided the board with a revised HR Manual for their review.  
Minton provided the board with results from the Regional Commission Pay Plan survey.  
Witcher updated the board on status of new hire.

Old Business

Witcher updated the board on the status of the Solar Farm project.

Witcher presented the board with the Capital Improvements Plan from Carter & Sloope.

Financial Report

The board received the unaudited P & L through February 2013, along with the Balance Sheet and Cash Flows. The 2013 Approved Budget was included with “actuals” being reflected for January through February 2013. Invoices for Baldwin and Putnam Counties for February 2013, were provided to the Board along with the Billable Gallons Report for February 2013.

Next Meeting

The next Authority meeting is scheduled for Monday, May 20, 2013 at 5:00 p.m. at the plant site, 126 Cay Drive.

Adjournment

Member, Ed Walker moved to adjourn the meeting. Member, Tommy Jefferson seconded the motion and it passed unanimously.

The meeting was adjourned at 5:40 p.m.

Respectfully submitted,

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Joan Minton                      Date  
Chairperson

\_\_\_\_\_  
Terry Jackson                      Date  
Board Secretary