

Sinclair Water Authority
Monday, May 6, 2013
5:00 p.m.

A meeting of the Sinclair Water Authority was held Monday, May 6, 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
Sammy Hall
Stephen Hersey
Tommy Jefferson

Staff Present

Joey Witcher
Terry Jackson

Call to Order

Chairperson Joan Minton called the May 6, 2013 meeting of the Sinclair Water Authority to order at 5:10 p.m.

Approval of Minutes

Member, Tommy Jefferson moved to approve the March 18, 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:

Witcher attended the Georgia College and State University Shades of Green panel discussion as a panelist on April 23, 2013.

Witcher will be attending and presenting at the Georgia Rural Water Emergency Preparedness Conference in Jekyll Island, GA May 19-21, 2013.

Production Report:

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

Personnel

The Board received the proposed revised Human Resource Manual at the March 17, 2013 board Meeting.

Member, Steve Hersey moved to adopt the proposed Human Resource Manual, after deletions are made to XIX – Section C and Section G. Member, Tommy Jefferson seconded the motion and it passed unanimously.

Minton and Jefferson provided the board with results from the Regional Commission Pay Plan Survey Salary Adjustments recommendations.

Member, Ed Walker moved to adopt the proposed Regional Commission Pay Plan Salary Adjustment Recommendations, to become effective July 1, 2013. Member, Tommy Jefferson seconded the motion and it passed unanimously.

Jefferson provided the board with the proposed Health Care Plan Benefits Package for 2013/2014. Member, Sammy Hall moved to adopt the proposed 2013/2014 Health Care Plan. Member, Tommy Jefferson seconded the motion and it passed unanimously.

Old Business

Witcher informed the board that SWA was not selected for the Solar Farm project.

New Business

Witcher provided information regarding Filter Replacement.

Financial Report

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

Next Meeting

The next Authority meeting is scheduled for Monday, July 15, 2013 at 5:00 p.m. at the plant site, 126 Cay Drive.

Adjournment

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

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Joan Minton
Chairperson

Date

Terry Jackson
Board Secretary

Date