

Sinclair Water Authority
Monday, September 16, 2013
5:00 p.m.

A meeting of the Sinclair Water Authority was held Monday, September 16, 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
Tommy Jefferson
Steve Hersey

Staff Present

Joey Witcher
Terry Jackson

Others Present

Sandy Bishop, Giddens CPA
Alex Wiseman, Carter & Sloope

Call to Order

Chairperson Joan Minton called the September 16, 2013 meeting of the Sinclair Water Authority to order at 5:00 p.m.

Financial Report

Sandy Bishop, Giddens CPA presented a summary of the 2012 Financial Audit.

Approval of Minutes

Member, Tommy Jefferson moved to approve the July 15, 2013 meeting minutes. Member, Sammy Hall 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 – Waiting on shipping arrangements from GE.

Current and Potential Projects List:

1. RWPS Improvements – Board was informed of problems with programming and waiting on MR and Templeton to troubleshoot.
2. Plant NPDES Discharge Rehab and front steps erosion control project – will begin calling this week to get contractor quotes.

Public Education and EE Training:

Andrew Paracca has completed all training and licensing requirements and is waiting on the Secretary of State's office to issue his class 3 license.

Anthony Shinn and Joey Witcher attended Backflow Prevention Tester's Training Course. Both received certificates and are now licensed to test back Flow Prevention Assemblies.

Production Report:

The Board was provided with August 2013 Monthly Billable Gallons and Monthly Flow Rate graphs, Plant Flows Report and Meter Readings.

Financial Report

The Financial Committee presented the 2014 Proposed Budget for approval.

Member, Tommy Jefferson moved to accept the proposed 2014 Budget as presented. Member, Ed Walker seconded the motion and it passed unanimously.

The Board received the August 2013 unaudited P & L, Balance Sheet, Cash Flow, invoices for Baldwin and Putnam counties and Billable Gallons Report. The 2013 Approved Budget was included with "actuals" being reflected for January through August 2013.

New Business

Alex Wiseman, Carter & Sloope and Witcher presented the Filter Tank Improvement/Membrane Replacement GEFA Amendment for approval.

Member, Tommy Jefferson moved to amend the July 15, 2013 motion for the Filter Tank Improvement Project with GEFA assistance, to include Membrane Replacement in the GEFA Loan Application. Member, Ed Walker seconded the motion and it passed unanimously.

Old Business

Upon the recommendation of John Nix, Attorney, Witcher requested affirmation of the terms of the July 15, 2013 Land Acquisition Motion.

Member, Tommy Jefferson moved to affirm that Joey Witcher was given the authority in the July 15, 2013 motion for the acquisition of land lots, to negotiate and sign any contracts related to the acquisition and that his limited authority for negotiation was \$5,000 per lot. Member, Sammy Hall seconded the motion and it passed unanimously.

Next Meeting

The next Authority meeting is scheduled for Monday, November 18, 2013 at 5:00 p.m. at the plant site, 126 Cay Drive.

Adjournment

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

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Joan Minton
Chairperson

Date

Terry Jackson
Board Secretary

Date