

Sinclair Water Authority
Monday, February 16, 2015
MEETING MINUTES

A meeting of the Sinclair Water Authority was held Monday, February 16, 2015 at 5:00 p.m., at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, with Chairperson Joan Minton presiding.

Board Members Present: Joan Minton, Sammy Hall, Stephen Hersey, Tommy Jefferson & David Waddell

Others Present

Joey Witcher, Plant Manager, Alex Wiseman, Carter & Sloope

Call to Order

Chairperson Joan Minton called the February 16, 2015 meeting of the Sinclair Water Authority to order at 5:00 p.m.

Approval of Minutes

Member, Tommy Jefferson moved to approve the December 15, 2014 meeting minutes. Member, Sammy Hall seconded the motion. David Waddell stated that the date for the next meeting is typed as February 17 and should be corrected to February 16.

Report from Plant Manager

Joey Witcher, the Plant Manager, discussed the following plant activities:

- 1) A facility report was provided covering the following topics:
 - Raw Water Analysis (GCSU proposal provided)
 - 10 Yr Temperature Permeability (Graph provided)
 - Carrolton & SWA Bi-weekly Report (Graphs & Charts provided)
 - South Metering Project is complete (Financial Spreadsheet)

- 2) Surplus Inventory Junk Disposal (Inventory list provided)

Member, Tommy Jefferson made a motion to approve the disposal of surplus. David Waddell seconded the motion and it passed unanimously.

Plant Production Report:

The Board was provided with Monthly Billable Gallons and Monthly Flow Rate graphs, Plant Flows Report and Meter Readings for December 2014 and January 2015.

Old Business

A motion was made by Member Sammy Hall to approve the establishment of the annual holidays that are written in the SWA Human Resources Manual. Tommy Jefferson seconded the motion and it passed unanimously .

Member David Waddell made a motion that SWA purchase the 4th Train Rack for the following purposes:

- a.) Primarily, to extend to the maximum extent possible, the life of the membranes for the purpose of lowering overall costs: and
- b.) to provide redundancy up to current capacity.
- c.) funds to come from CD & balance from membrane replacement fund

Member Sammy Hall seconded the motion.

Voting as follows:

Ayes: Waddell, Hall & Minton

Nays: Hersey & Jefferson

A committee meeting will held on March 5, 2015 @ 1: p.m. with Joan Minton, Tommy Jefferson & GEBCORP representatives to discuss the Employee Retirement Plan. Updates will be provided in the next scheduled board meeting.

Alex Wiseman from Carter & Sloope provided an update on the SCADA upgrade: SCADA authorizations were sent to EPWSA and Baldwin County. The entities have not provided authorizations. Member, Sammy Hall suggested that Chairperson, Joan Minton provide a letter to EPWSA & Baldwin County urging the approval. Member David Waddell, made a motion that the Chairperson produce the letter of request. Member, Member Tommy Jefferson seconded the motion.

Voting as follows:

Ayes: Waddell, Hall, Jefferson & Minton

Nays: Hersey

New Business

Submitted RFP's from David Giddens, McNair, McLemore, Middlebrooks & Co., were presented to the board. A full analysis of the costs and services for the auditing years 2014, 2015 & 2016 were discussed. A motion by Sammy Hall with David Waddell seconding in favor of the David Giddens proposal for fiscal years 2014, 2015 & 2016.

Voting as follows:

Ayes: Hall, Waddell & Minton

Nays: Hersey & Jefferson

Financial Reports

The Board received the January 31, 2015 unaudited P & L, Balance Sheet & Invoices for Baldwin and Putnam counties.

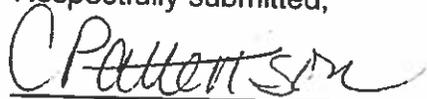
Next Meeting

The next Authority meeting is scheduled for Monday April 13, 2015 at 5:00 p.m. at the plant site, 126 Cay Drive.

Adjournment

Member, Tommy Jefferson motioned to adjourn the meeting, seconded by Sammy Hall. The Board voted to unanimously adjourn @ 6:15 p.m.

Respectfully submitted,



Christina Patterson
Administrative Assistant
Sinclair Water Authority
