

Sinclair Water Authority  
Monday, August 31, 2015  
5:00 p.m.

A meeting of the Sinclair Water Authority was held Monday, August 31, 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, Tommy Jefferson & David Waddell **Absent:** Steve Hersey

**Others Present:** Joey Witcher, Greg Gease of GebCorp, Sandy Bishop of David Giddens, CPA

**Call to Order**

Chairperson Joan Minton called the August 31, 2015 meeting of the Sinclair Water Authority to order at 5:00 p.m.

**Approval of Minutes**

Member, Tommy Jefferson moved to approve the June 15, 2015 meeting minutes. Member, Sammy Hall seconded the motion and it passed unanimously.

**Old Business**

1) GEBCorp Retirement Plan- Greg Gease presented the Retirement Plan with effective date of Oct 1, 2015. The presented documents include and are attached:

- Administrative Service agreement between SWA, ACCG and Board of Trustees for Administration
- ACCG 457 (b) Compensation Plan for SWA Employees
- ACCG 401(a) Defined Contribution Plan for SWA Employees
- ACCG Defined Benefit Plan Addendum to Adoption Agreement
- Resolution to Adopt and Freeze ACCG Defined Benefit Plan for SWA Employees
- Resolution to Adopt ACCG 401(a) Defined Contribution Plan
- Resolution to Adopt ACCG 457(b) Deferred Compensation Plan

A motion to adopt the three (3) documents and the three (3) resolutions, as hereto attached and made an official part of the minutes, was made by Tommy Jefferson, seconded by Sammy Hall and it passed unanimously.

2) Life Insurance quotes (4) were provided. Tommy Jefferson and Joan Minton will meet to select a provider and inform the Board Members of the decision by the end of September in order to not lose coverage for the employees. David Waddell made the motion and Tommy Jefferson seconded, and it passed unanimously.

**New Business**

1) Sandy Bishop of David Giddens, CPA presented the Audit Report FY2014.

### **Report from Plant Manager**

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

1) A facility report was provided covering the following topics:

- Switch to ALUM update
- Ga. Power Diquat Application & Diquat Testing
- Sludge Disposal- future sludge handling option and quote from Carter & Sloope on recommendations

### **Production Report:**

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

### **Financial Reports**

The Board received the 2015 Billing Budget & copies of the June & July 2015 invoices for Baldwin & Putnam counties.

### **Next Meeting**

The next Authority meeting is scheduled for Monday October 19, 2015 at 5:00 p.m. at the plant site, 126 Cay Drive.

### **Adjournment**

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

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Christina Patterson  
Administrative Assistant  
Sinclair Water Authority