



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Andrew Paracca Plant Manager

Phone (706) 485-8993 Fax (706) 485-8994

**Minutes**

**Monday, January 11, 2021 ♦ 5:00 PM**

Sinclair Water Plant

The Sinclair Water Authority met on Monday, January 11, 2021 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

*PRESENT*

- Member Sammy Hall
- Member Tommy Jefferson
- Member David Waddell
- Member Billy Webster

*ABSENT*

- Chairman Robert Brown

*STAFF PRESENT*

- Plant Manager Andrew Paracca
- Clerk Lynn Butterworth

**Opening**

1. Call to Order

Vice Chairman Sammy Hall called the meeting to order at approximately 5:04 p.m.  
(Copy of agenda made a part of the minutes.)

2. Public Participation

None

3. Introduction of New Board Members

Vice Chairman Hall introduced new board members, Billy Webster and Tommy Jefferson and welcomed them to the board.

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**Minutes**

4. Approval of Minutes - November 9, 2020 Regular Meeting

Member Webster inquired about an item in the minutes regarding an update on Exchange Bank Accounts of Operating and USDA Reserve Account. Former member Addison had requested more time to research interest rates and was going to report back at today's meeting. Since he had to resign from the board, Member Webster volunteered to follow up with him on this item.

**Motion to approve the November 9, 2020 Regular Meeting minutes.**

**Motion made by Member Waddell, Seconded by Member Webster.**

**Voting Yea: Member Hall, Member Jefferson, Member Waddell, Member Webster**

**Reports I**

5. Manager's Update

a. Manager's Report

Plant Manager Paracca reported the following:

- New NPDES Permit has been received
- CLO2 update
- Membrane performance
- Disposal of inventoried items
- CIP Room changes
- SED basins clean out changes

(Copy of report made a part of the minutes.)

**Motion to approve the disposal of the following inventories items: electric pallet jack, truck bed cover, miox system (softeners and chiller), potassium permanganate barrel lifter.**

**Motion made by Member Jefferson, Seconded by Member Waddell.**

**Voting Yea: Member Hall, Member Jefferson, Member Waddell, Member Webster**

**Motion to remove sludge collector hardware from bottom of SED basins.**

**Motion made by Member Waddell, Seconded by Member Jefferson.**

**Voting yea: Member Hall, Member Jefferson, Member Waddell, Member Webster**

**New Business**

Moved to Opening

**Old Business**

None

**Reports II**

6. Plant Production Reports

Plant Production reports are in the meeting package to review. No action was taken.

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7. Financial Reports

Financial reports are in the meeting package to review. Vice Chairman Hall reminded all that Linda Zarkowsky is the internal auditor for the board and David Giddens is the outside auditor. Ms. Zarkowsky has advised that 2021 will be her last year as the internal auditor. There are classes available at the Carl Vinson Institute of Government that Christina can take to learn how to do the internal auditing and then she can take over for Linda.

**Motion to spend \$500 for Christina to attend financial classes.**

**Motion made by Member Waddell, Seconded by Member Jefferson.**

**Voting Yea: Member Hall, Member Jefferson, Member Waddell, Member Webster**

**Closing**

8. Next Meeting - March 8, 2021

The next meeting is scheduled for March 8, 2021 at 5:00 p.m.

9. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Member Jefferson, Seconded by Member Webster.**

**Voting Yea: Member Hall, Member Jefferson, Member Waddell, Member Webster**

Meeting adjourned at approximately 6:08 p.m.

ATTEST:

Lynn Butterworth  
Clerk

Sammy Hall  
Vice Chairman

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