



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Joseph D. Witcher Plant Manager

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

### **Minutes**

**Monday, May 20, 2019 ◊ 5:00 PM**

*Sinclair Water Plant*

The Sinclair Water Authority met on Monday, May 20, 2019 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

#### *PRESENT*

Chairperson Joan Minton  
Member Trevor Addison  
Member Sammy Hall  
Member Donna Van Haute  
Member David Waddell

#### *STAFF PRESENT*

Plant Manager Joey Witcher  
Clerk Lynn Butterworth

### **Opening**

#### 1. Call to Order

Chairperson Minton called the meeting to order at approximately 5:00 p.m.  
(Copy of agenda made a part of the minutes.)

#### 2. Public Participation

None

### **Minutes**

#### 3. Minutes - March 18, 2019

**Motion to approve the March 18, 2019 minutes.**

**Motion made by Member Addison, Seconded by Member Hall.**

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell**

## **New Business**

### **4. Bond Refinancing-Bill Camp**

Mr. Bill Camp, Managing Director of Raymond James, explained that this bond refinancing is refunding the existing debt. It will keep the same term and final maturity date, but lower the payments to make savings. He explained that a document was drafted a couple years ago but never completed due to some discussions between Putnam County and Baldwin County over the existing contract. Mr. Camp provided a handout explaining the rates and a preliminary schedule of events.

**Motion to allow Raymond James to collect data to update the Preliminary Official Statement and for Bond Counsel to send due diligence questionnaires to SWA, Baldwin County and Putnam County.**

**Motion made by Member Addison, Seconded by Member Van Haute.**

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell**

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

## **Reports I**

### **5. Manager's Report - Joey Witcher**

- Alex Wiseman Update (informational written memo)

Plant Manager Witcher went over the memo from Carter & Sloope:

- EPD has approved the proposed improvements to the Raw Water Pump Station and materials for the water supply line have been ordered.
- The Generator Grant application was submitted on March 1, 2019, but no feedback received yet; award notifications are not expected until Fall 2019.
- Carter & Sloope was contacted by EPD in early April 2019 requesting a new Permit application. The application on file was submitted in August 2017 after completion of the last membrane replacement project but it was never processed by EPD. When processing did begin in April of this year, the application was out of date and had to be resigned by the Chairperson and resubmitted. SWA received the renewed Permit to Operate on May 10, 2019.

### **6. SWA and Georgia Power Testing**

**Motion to do annual testing at the SWA intake location at a cost of \$8,996 funded through the CLO2 project.**

**Motion made by Member Hall, Seconded by Member Addison.**

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell**

### **7. Boat Quotes**

**Motion to purchase the 2019 Tracker Marine Tracker Topper 1542LW at a cost of \$4,975 funded through the membrane replacement fund.**

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

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell**

8. Policy to establish Procedural Requirements for the consideration of Action Items during the regular called meetings of the Board as presently proposed and as they may hereafter be rescheduled

**Motion to approve the Resolution to establish procedural requirements for the consideration of action items during the regular called meetings of the board as presently proposed and as they may hereafter be rescheduled with the following amended first sentence in item #1: “The Plant Manager shall prepare a detailed agenda on the subjects to be covered or acted on, and/or objectives to be met three days before each regular scheduled meeting, work session, and/or public hearing; and 24 hours before a called meeting.”**

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

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell**

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

9. Bank Interest Rates Update

Plant Manager Witcher advised that Exchange Bank has best rate, which is where the money currently is. There is some money in a CD and some in an interest bearing checking account. He recommended leaving everything as is. No action was taken.

10. Proposals; Suez, Scinor & Evoqua - see Christian Henry opinion memo  
Attorney Christian Henry reviewed the proposed Suez contract and didn't see anything out of the ordinary. Plant Manager Witcher advised that Suez has the best warranty and recommended staying with them.

**Motion to enter into contract with Suez for 10 year payment plan at a cost of \$1,407,470 funded with the membrane replacement fund.**

**Motion made by Member Hall, Seconded by Member Addison.**

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute, Member Waddell**

## **Reports II**

11. Plant Production (informational)

Chairperson Minton advised that the Plant Production reports were in the meeting package to review. No action was taken.

12. Financial Reports (informational)

Chairperson Minton advised that the Financial reports were in the meeting package to review. No action was taken.

## **Closing**

13. Next Meeting

Chairperson Minton advised that the next meeting is scheduled for July 22, 2019 at 5:00 p.m.

14. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Member Addison, Seconded by Member Van Haute.**

**Voting Yea: Chairperson Minton, Member Addison, Member Hall, Member Van Haute,  
Member Waddell**

Meeting adjourned at approximately 5:45 p.m.

ATTEST:

Lynn Butterworth  
Clerk

Joan Minton  
Chairperson