



Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

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

Minutes

Monday, January 9, 2023 ◊ 5:00 PM

Sinclair Water Plant

The Sinclair Water Authority met on Monday, January 9, 2023 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

PRESENT

Chairman Robert Brown

Member Sammy Hall

Member Tommy Jefferson

Member Ed Walker

Member Jeff Wooten

STAFF PRESENT

Plant Manager James Cupo

Clerk Lynn Butterworth

OTHERS PRESENT

ESG Regional Vice President Neil Counts

ESG Operations Project Manager Brice Doolittle

Opening

1. Call to Order

Chairman Brown 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. Approval of Minutes - November 14, 2022 Regular Meeting

Chairman Brown introduced and welcomed the newest member of the board, Putnam County Commissioner Jeff Wooten.

Motion to approve the November 14, 2022 Regular Meeting Minutes.

Motion made by Member Hall, Seconded by Member Walker.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Wooten

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Reports I

4. Operations Report presented by ESG, Inc.

Plant Manager James Cupo gave the operations report:

- Flocculation/Sedimentation Basins
- Membrane Filters
 - Compressor #2 failed
- Chemical Feed/CIP System
 - New CIP heater was delivered and installed
 - Post-lime injection point corroded and leaked
- Clearwell/High Service
 - A main break was located where the distribution lines split to go to each county

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

New Business

5. Discussion regarding Christmas Holiday freezing issues

Project Manager Brice Doolittle advised that freezing temperatures over the Christmas holidays pushed the plant to its production limits. He explained that most issues were residential homes. The hard freeze caused a lot of people to drip faucets and then the breaks started. The systems had to be shut off and meters reread to try to find the leaks. The plant was putting out the maximum six million gallons per day for 72 hours. No action was taken.

6. Discussion of request for proposals for 2022 financial audit

Project Manager Doolittle requested to put out a Request for Proposals for the 2022 audit.

Motion to put out an RFP for the 2022 Audit.

Motion made by Member Jefferson, Seconded by Member Hall.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Wooten

7. Discussion of request for proposals for 2023 legal counsel representation

Project Manager Doolittle advised that he doesn't even know the attorney for SWA and requested to put out a Request for Proposals for legal counsel representation.

Motion to put out an RFP for Legal Counsel representation.

Motion made by Member Hall, Seconded by Member Walker.

Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Wooten

Old Business

Member Jefferson inquired about where we are with the Capital Expense program. Project Manager Doolittle advised he will get this information together for the next meeting. No action was taken.

Reports II

8. Plant Production Reports

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

9. Financial Reports

Financial Reports are in the meeting package to review. No action was taken.

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Closing

10. Next Meeting - March 13, 2023

The next meeting is scheduled for March 13, 2023.

11. Adjournment

Motion to adjourn the meeting.

Motion made by Member Jefferson, Seconded by Member Hall.

**Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker,
Member Wooten**

Meeting adjourned at approximately 5:44 p.m.

ATTEST:

Lynn Butterworth
Clerk

Robert Brown
Chairman

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