



**Sinclair Water Authority**  
 126 Cay Drive Milledgeville, GA 31061  
 Phone (706) 485-8993 Fax (706) 485-8994

**Minutes**  
**Monday, January 10, 2022 ◊ 5:00 PM**  
Sinclair Water Plant

The Sinclair Water Authority met on Monday, January 10, 2022 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 Billy Webster

*STAFF PRESENT*

- Clerk Lynn Butterworth
- Christina Corn
- Danny Lyndall
- Don North
- Brice Doolittle

**Opening**

1. Call to Order

Chairman Brown called the meeting to order at approximately 5:01 p.m.  
 (Copy of agenda made a part of the minutes.)

2. Public Participation

None

**Minutes**

3. Approval of Minutes
  - a. November 8, 2021 Regular Meeting
  - b. December 6, 2021 Called Meeting

**Motion to approve the November 8, 2021 Regular Meeting Minutes.**

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

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

Member Webster arrived during this item.

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**Motion to approve the December 6, 2021 Called Meeting Minutes.**

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

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

### **Reports I**

4. Operations Report presented by ESG, Inc.

Danny Lyndall, Regional Manager of ESG Operations reported the following:

- ESG began operations on December 28, 2021
- SWA staff has been transitioned to the ESG team
- COVID-19 has impacted some of the startup plans
- Most of the SWA assets have been cataloged
- ESG's HR department completed benefits enrollment
- Clean up and organization of the interior and exterior of the facility has begun
- Upcoming projects around the plant
- Safety overview completed and upcoming safety training planned
- Raw Water Intake
- Flocculation / Sedimentation Basins
- Basket Strainers
- Membrane Filters
- Chemical Feed / CIP System
- High Service Pumps
- Miscellaneous Operational

Mr. Lyndall also submitted and reviewed a draft Capital Improvement Plan.  
(Copy of detailed report and plan made a part of the minutes.)

### **New Business**

5. Welcome New Member - Mr. Ed Walker

Mr. Ed Walker was welcomed back to SWA board. Mr. Walker was on the board eight years ago.

6. Approval to close Payroll Account

**Motion to close the Payroll Account.**

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

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

7. Approval of Resolution to Terminate 401 and 457 Contribution Plan

**Motion to approve the Resolution to Terminate the 401 and 457 Contribution Plan.**

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

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

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

Member Hall advised that Baldwin County needs to clean out their water tank which will affect people on Mays Road. This is in the planning stage and will be coordinated with ESG to make sure the people in this area are taken care of.

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**Old Business**

None

**Reports II**

**8. Plant Production Reports**

Plant Production reports are in the meeting package to review.

Member Jefferson pointed out the inconsistencies with Baldwin County's numbers through the year made planning difficult. Member Hall advised that the numbers are leveling out and were due to the addition of new customers throughout the year.

No action was taken.

**9. Financial Reports**

Financial reports are in the meeting package to review.

Member Jefferson commented that the year ended as expected and everything is in good shape.

Chairman Brown inquired about ending up with a negative number in the Workers Comp account. Christina explained that is was from a rebate check received because December wasn't paid due to going up under ESG.

Christina also inquired about where to put the \$5000 from the closed payroll account and was advised to move it to the reserve account.

No action was taken.

**Closing**

**10. Next Meeting - March 14, 2022**

The next meeting is scheduled for March 14, 2022.

**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 Webster**

Meeting adjourned at approximately 5:54 p.m.

ATTEST:

Lynn Butterworth  
Clerk

Robert Brown  
Chairman

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