



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, November 18, 2019 ♦ 5:00 PM

Sinclair Water Plant

The Sinclair Water Authority met on Monday, November 18, 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 - September 12, 2019

Motion to approve the September 12, 2019 Minutes.

Motion made by Member Van Haute, Seconded by Member Hall.

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

Reports I

4. Manager's Report - Joey Witcher

Plant Manager Witcher reviewed the report prior to the meeting. No action was taken during the meeting.

New Business

5. 2020 Budget Adoption

Motion to approve the 2020 Budget.

Motion made by Member Addison, Seconded by Member Waddell.

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

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

6. IGA Proposed Amendment

There is discussion between Putnam and Baldwin Counties regarding a possible amendment to the Intergovernmental Agreement. If any decisions are made by either county, it will be reported back to SWA. No action was taken.

7. Motion to approve Designation of Dissemination Agent Agreement (fee included in proposed budget)

The Continuing Disclosure Certificate is an annual process that must be done because of the bonds. The recommendation from the Finance Committee is to go with Raymond James. The costs are already included in the 2020 budget.

Motion to approve the Designation of Dissemination Agent Agreement as shown in the meeting package.

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 agreement made a part of the minutes.)

8. Elect Secretary & Treasurer

Linda Zarkowski is the current Treasurer and Terry Jackson was the Secretary. Ms. Jackson no longer works for SWA.

Motion to appoint Linda Zarkowski as Treasurer and Christina Patterson as Secretary.

Motion made by Member Waddell, Seconded by Member Van Haute.

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

9. Health Insurance Committee

Chairperson Minton appointed Member Addison to serve on the Health Insurance Committee. Member Addison agreed to the appointment.

Reports II

10. Plant Production Reports

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

11. Financial Reports

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

Closing

12. Next Meeting
January 20, 2020

Motion to approve the 2020 meeting calendar as shown in the meeting package.

Motion made by Member Addison, Seconded by Member Hall.

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

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

13. Adjournment

Motion to adjourn the meeting.

Motion made by Member Hall, Seconded by Member Van Haute.

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

Meeting adjourned at approximately 5:12 p.m.

Note: After the meeting adjourned, Member Waddell advised that the next meeting (January 20, 2020) was scheduled on MLK Day. He recommended changing it. Chairperson Minton moved the meeting to January 27, 2020.

ATTEST:

Lynn Butterworth
Clerk

Joan Minton
Chairperson