



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Joseph D. Witcher Plant Manager

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

Agenda

Monday, January 27, 2020 ♦ 5:00 PM

Sinclair Water Plant

Opening

1. Call to Order
2. Public Participation

Minutes

- [3.](#) Minutes - November 18, 2019

Reports I

- [4.](#) Manager's Report - Joey Witcher

New Business

5. Banking Signature Card
6. Election of Chairperson

Reports II

- [7.](#) Plant Production Reports
- [8.](#) Financial Reports

Closing

9. Next Meeting - March 16, 2020
10. Adjournment

Item Attachment Documents:

3. Minutes - November 18, 2019



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

Item Attachment Documents:

4. Manager's Report - Joey Witcher

Plant Manager's Report

January 27, 2020

Project Update:

DBP Improvements:

- Secondary containers for the chemical storage totes have been purchased and are in operation but not placed in final location. Awaiting liquid transfer of remaining acid volume and installation of new connecting piping. **Shipping of waste material scheduled for week of January 27th**
- Awaiting purchase of metal building structure until all totes and piping are in-place.
- **Discussion concerning additional TTHM, HAA sampling and analysis. Should SWA continue these test since we have elected to feed CLO2 continuously?**

RWPS Water Supply Line Breaks

- Just FYI: We have had multiple breaks in the new line supplying the CLO2 Generator at the intake. The latest of these breaks occurred Friday January 17, 2020.

HSPS Pump 5 (Putnam PUMP 1):

- Saturday January 11, 2020, Putnam Pump #1 broke its main shaft. SWA personnel along with Technicians from Aqua Flow Service removed the Pump Monday, January 13, 2020. Aqua Flow took the pump to their shop for evaluation. As of the writing of this report, no pricing is available yet as they are having trouble locating a replacement shaft of the proper material.

As is normal practice, when we remove major pump components, SWA personnel removed the motor and transported it to TAW in Macon for servicing. Pricing for the motor repair should be available at the time of the 1-27-20 SWA Board meeting.

After discussion with Chairperson Minton, SWA management arranged for a standby pump to be cleaned and kept available with a 5 hour lead time through Godwin/Flyght Pumps. Without this arrangement, the lead time on the pump would be a minimum of 48 hours. Putnam would likely be out of water in less than a day without a means to pump.

Item Attachment Documents:

7. Plant Production Reports

Flows Monthly Report

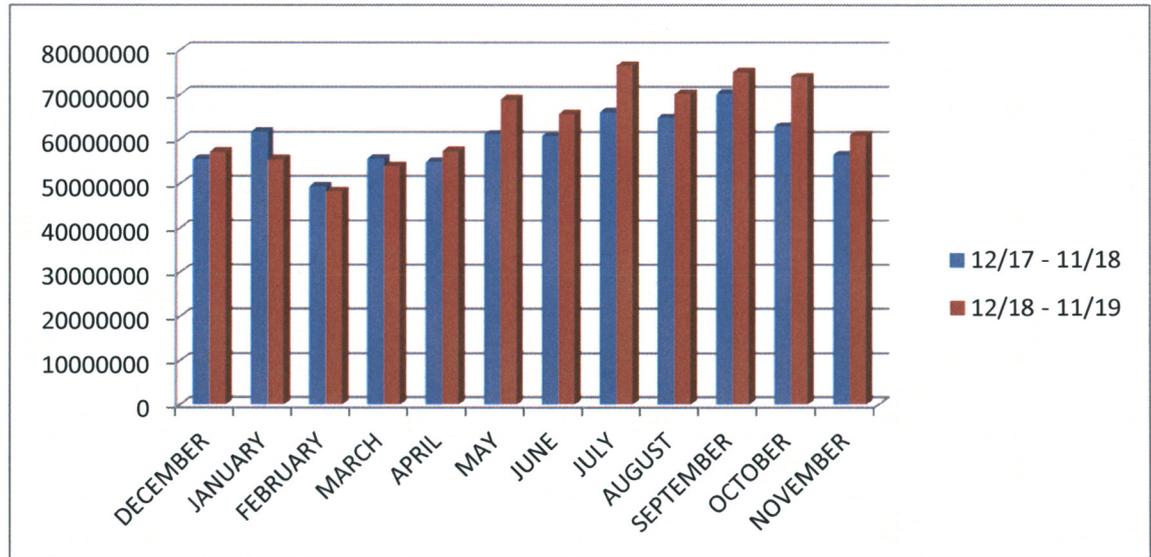
Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dist
2019-11-01	23:59:59	4,083,162	3,505,369	302,671	969,000	2,389,654		3,358,654
2019-11-02	23:59:59	3,673,884	3,247,331	202,576	939,987	2,077,122		3,017,109
2019-11-03	23:59:59	3,941,163	3,472,076	219,940	1,168,311	2,348,934		3,517,245
2019-11-04	23:59:59	3,680,233	3,259,633	182,778	944,607	2,241,986		3,186,593
2019-11-05	23:59:59	3,630,832	3,201,227	194,542	1,041,691	2,215,826		3,257,517
2019-11-06	23:59:59	3,698,710	3,271,371	202,528	810,547	2,163,354		2,973,901
2019-11-07	23:59:59	3,559,465	3,154,502	201,983	1,099,561	2,051,105		3,150,666
2019-11-08	23:59:59	3,616,838	3,164,772	219,505	851,054	2,084,046		2,935,100
2019-11-09	23:59:59	3,448,079	2,995,257	223,072	899,871	1,970,880		2,870,751
2019-11-10	23:59:59	3,489,893	3,065,600	191,220	1,096,369	2,048,910		3,145,279
2019-11-11	23:59:59	3,280,559	2,904,910	156,973	792,207	1,926,578		2,718,785
2019-11-12	23:59:59	3,018,779	2,654,546	167,301	994,611	1,710,533		2,705,144
2019-11-13	23:59:59	3,083,710	2,698,012	174,262	977,725	1,848,118		2,825,843
2019-11-14	23:59:59	3,505,214	3,092,888	188,578	881,865	1,984,796		2,866,661
2019-11-15	23:59:59	3,220,209	2,844,957	197,363	880,992	1,750,502		2,631,494
2019-11-16	23:59:59	3,562,811	3,124,293	202,319	970,291	2,015,202		2,985,493
2019-11-17	23:59:59	3,376,252	2,954,649	198,893	953,139	2,020,559		2,973,698
2019-11-18	23:59:59	3,109,021	2,721,782	181,624	996,313	1,858,093		2,854,406
2019-11-19	23:59:59	3,412,096	2,998,178	183,464	873,327	1,741,225		2,614,552
2019-11-20	23:59:59	3,105,585	2,732,316	173,479	1,021,269	1,763,739		2,785,008
2019-11-21	23:59:59	3,161,720	2,786,972	456,314	794,273	1,799,767		2,594,040
2019-11-22	23:59:59	3,621,443	2,845,137	216,777	1,026,085	1,869,009		2,895,094
2019-11-23	23:59:59	3,323,815	2,870,221	218,953	822,652	1,901,116		2,723,768
2019-11-24	23:59:59	3,404,693	2,969,871	204,715	1,026,183	1,930,289		2,956,472
2019-11-25	23:59:59	3,230,100	2,803,456	189,296	970,013	1,861,409		2,831,422
2019-11-26	23:59:59	3,341,054	2,895,704	216,647	909,790	1,769,874		2,679,664
2019-11-27	23:59:59	3,466,275	3,022,320	219,551	972,422	1,819,417		2,791,839
2019-11-28	23:59:59	3,378,662	2,930,926	208,773	974,810	2,018,459		2,993,269
2019-11-29	23:59:59	3,375,936	2,923,177	209,322	1,036,445	1,732,557		2,769,002
2019-11-30	23:59:59	3,635,663	3,109,441	254,873	980,641	1,973,206		2,953,847
TOTAL:		103,435,856	90,220,894	6,360,292	28,676,051	58,886,265		87,562,316
MIN:		3,018,779	2,654,546	156,973	792,207	1,710,533		2,594,040
MAX:		4,083,162	3,505,369	456,314	1,168,311	2,389,654		3,517,245
AVG:		3,447,862	3,007,363	212,010	955,868	1,962,876		2,918,744
COUNT:		30	30	30	30	30	0	30

Agenda Item 7.

MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY

December 2017 Thru November 2019

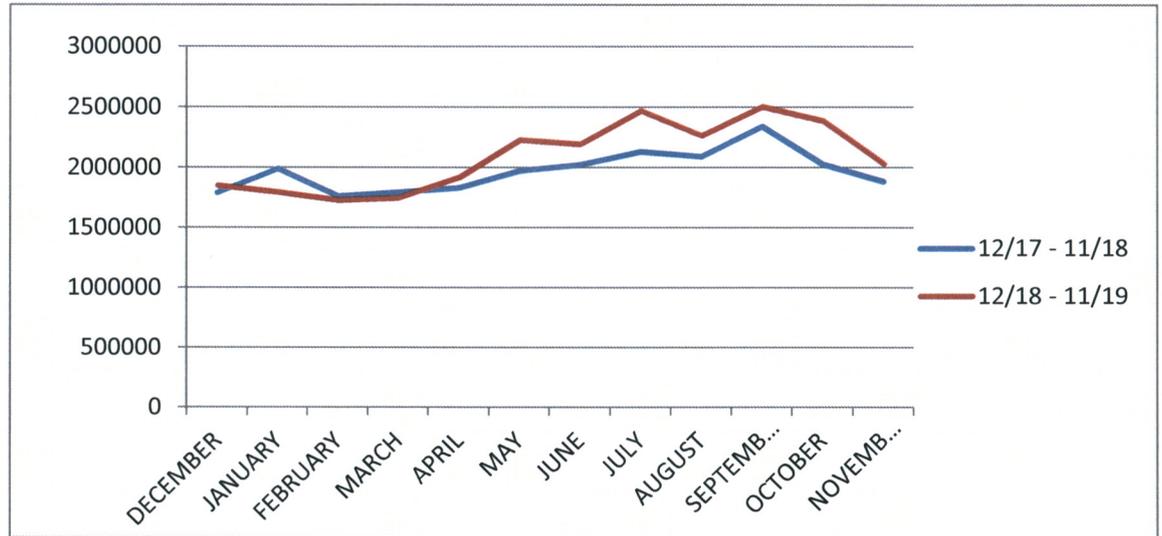
	GALLONS 12/17 - 11/18	GALLONS 12/18 - 11/19
DECEMBER	55504360	57218316
JANUARY	61694940	55462219
FEBRUARY	49309520	48265800
MARCH	55590480	53973721
APRIL	54914140	57353719
MAY	61088810	68890222
JUNE	60653130	65651546
JULY	66078070	76455716
AUGUST	64780410	70112600
SEPTEMBER	70235670	75008158
OCTOBER	62831610	73905735
NOVEMBER	56454782	60834801



MONTHLY FLOW RATES FOR BALDWIN COUNTY

December 2017 Thru November 2019

	FLOWRATES* 12/17 - 11/18	FLOWRATES* 12/18 - 11/19
DECEMBER	1790463	1845752
JANUARY	1990159	1789103
FEBRUARY	1761054	1723778
MARCH	1793241	1741087
APRIL	1830471	1911790
MAY	1970606	2222265
JUNE	2021771	2188384
JULY	2131550	2466313
AUGUST	2089690	2261696
SEPTEMBER	2341189	2500271
OCTOBER	2026826	2384055
NOVEMBER	1881826	2027826

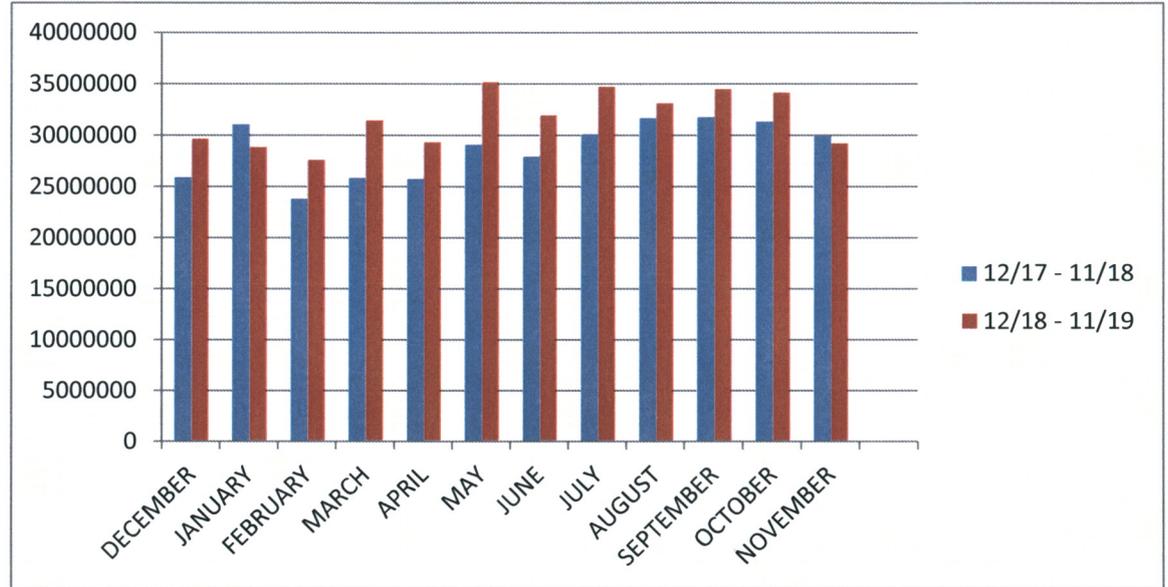


*These figures are the average daily flow each month for Baldwin County
 These figures are based on the billable gallons for each month

MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

December 2017 Thru November 2019

	GALLONS 12/17 - 11/18	GALLONS 12/18 - 11/19
DECEMBER	25914230	29621963
JANUARY	31074293	28818273
FEBRUARY	23811328	27584062
MARCH	25839838	31407865
APRIL	25755751	29285798
MAY	29101432	35124586
JUNE	27956573	31923228
JULY	30133017	34706334
AUGUST	31704699	33107378
SEPTEMBER	31778869	34482094
OCTOBER	31347172	34127326
NOVEMBER	29970026	29207270



MONTHLY FLOW RATES FOR PUTNAM COUNTY

December 2017 Thru November 2019

	FLOWRATES* 12/17 - 11/18	FLOWRATES* 12/18 - 11/19
DECEMBER	835942	955547
JANUARY	1002396	929621
FEBRUARY	850404	985145
MARCH	833543	1013156
APRIL	859191	976193
MAY	938755	1133051
JUNE	931885	1064107
JULY	972032	1119559
AUGUST	1022732	1067979
SEPTEMBER	1059295	1149403
OCTOBER	1011199	1100881
NOVEMBER	999000	973575



*These figures are the average daily flow each month for Putnam County
 These figures are based on the billable gallons for each month

DATE	TIME	METER #1 BALDWIN	METER #2 LOW FLOW	METER #3 HIGH FLOW	MAYS ROAD	GEORGIA POWER	DNR Boathouse
12/31/18		57,507,798	—	—	287,000 15,282,000	2482 164,464	0 46,832
1-31-19		56,835,870 46,549,380			293,000 15,575,000	3050 167,514	0 46,832
2-28-19		61,690,5150 54,243,840			281,600 15,856,000	2484 169,928	96 46,928
3-31-19		67,148,990 57,648,440			268,000 16,124,000	2119 172,117	0 46,928
4-30-19		72,879,7636 69,358,990			292,000 16,416,000	1982 174,099	939 47,867
5-31-19		79,815,6620 65,989,330			466,000 16,882,000	1649 175,748	1119 48,986
6-30-19		86,414,5950 76,927,740			335,000 17,217,000	1440 177,588	1344 50,330
8-1-19		94,107,3690 74,548,230			469,000 17,686,000	1694 178,882	1330 51,660
8/31/19	6:15 AM	071,621,920 75,536,520			433,000 18,190,000	1615 180,497	1015 52,675
9-30-19		87,158,440 74,439,390			525,000 18,644,000	2276 182,773	1086 53,761
10-31-19		89,158,161,597,830 61,366,020			19,175,000 524,000	1845 7016	810 54,571
11-1-19		67,148,990			16,124,000	172,117	46
12/1/19		228,963,850 59,317,510			19,699,000 526,000	191,634 18,299	54,774 0
12/31/19		281,281,360			20,225,000	209,933	54,774

Agenda Item 7.

Flows Monthly Report

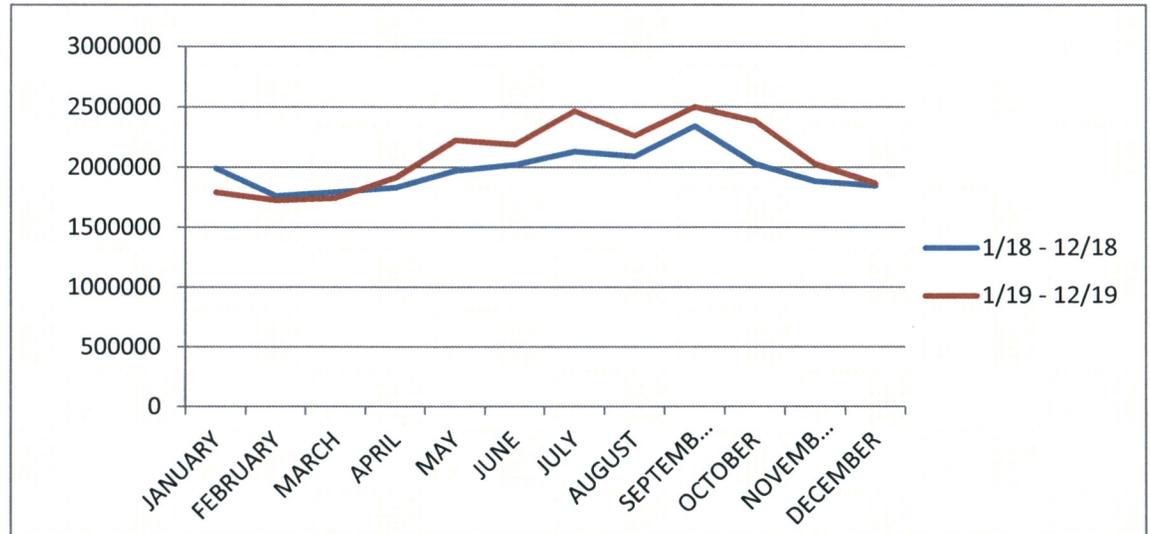
Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dist
2019-12-01	23:59:59	3,261,229	2,802,551	236,738	1,003,421	1,910,762		2,914,183
2019-12-02	23:59:59	3,276,805	2,852,236	180,919	989,722	1,638,749		2,628,471
2019-12-03	23:59:59	3,279,968	2,823,451	206,153	920,657	1,763,882		2,684,539
2019-12-04	23:59:59	3,283,760	2,855,906	196,366	983,896	1,764,972		2,748,868
2019-12-05	23:59:59	3,183,897	2,804,837	160,378	978,406	1,906,494		2,884,900
2019-12-06	23:59:59	3,335,943	2,875,415	215,032	905,337	1,746,131		2,651,468
2019-12-07	23:59:59	3,208,651	2,749,774	224,313	869,902	1,853,554		2,723,456
2019-12-08	23:59:59	3,417,153	2,954,632	216,965	841,863	1,903,778		2,745,641
2019-12-09	23:59:59	3,151,032	2,745,624	174,450	887,580	1,817,030		2,704,610
2019-12-10	23:59:59	3,288,471	2,858,572	197,926	1,196,739	1,939,623		3,136,362
2019-12-11	23:59:59	3,478,863	2,711,043	444,430	843,586	1,732,153		2,575,739
2019-12-12	23:59:59	3,724,518	2,788,980	590,377	931,801	1,822,269		2,754,070
2019-12-13	23:59:59	4,438,679	3,407,542	847,429	1,162,205	1,743,329		2,905,534
2019-12-14	23:59:59	3,291,903	2,864,744	208,788	1,061,495	1,995,806		3,057,301
2019-12-15	23:59:59	3,457,099	3,006,951	206,385	911,347	2,035,714		2,947,061
2019-12-16	23:59:59	3,560,103	3,128,911	474,079	909,817	1,846,770		2,756,587
2019-12-17	23:59:59	3,323,558	2,630,468	351,274	1,017,787	1,890,006		2,907,793
2019-12-18	23:59:59	3,631,009	2,919,944	232,102	899,443	1,880,823		2,780,266
2019-12-19	23:59:59	3,446,910	2,931,429	250,343	879,741	1,859,431		2,739,172
2019-12-20	23:59:59	3,531,215	3,020,621	240,947	861,191	1,936,050		2,797,241
2019-12-21	23:59:59	3,323,528	2,829,851	240,415	1,040,193	1,976,731		3,016,924
2019-12-22	23:59:59	3,478,566	2,982,629	283,253	889,602	1,938,267		2,827,869
2019-12-23	23:59:59	3,994,384	3,297,907	397,846	1,067,519	2,028,783		3,096,302
2019-12-24	23:59:59	4,405,786	3,525,516	529,342	1,299,399	2,276,797		3,576,196
2019-12-25	23:59:59	4,036,373	3,280,519	424,281	1,113,061	1,903,945		3,017,006
2019-12-26	23:59:59	3,893,386	3,149,373	445,957	1,078,656	2,024,443		3,103,099
2019-12-27	23:59:59	3,455,176	2,907,702	278,957	888,522	1,954,885		2,843,407
2019-12-28	23:59:59	3,697,354	2,913,326	454,546	922,316	2,027,313		2,949,629
2019-12-29	23:59:59	3,928,779	2,995,339	572,794	908,821	1,996,875		2,905,696
2019-12-30	23:59:59	3,913,896	3,020,225	519,477	983,975	2,057,481		3,041,456
2019-12-31	23:59:59	3,973,612	3,048,911	584,123	1,034,326	1,919,075		2,953,401
TOTAL:		110,671,606	91,684,929	10,586,385	30,282,326	59,091,921		89,374,247
MIN:		3,151,032	2,630,468	160,378	841,863	1,638,749		2,575,739
MAX:		4,438,679	3,525,516	847,429	1,299,399	2,276,797		3,576,196
AVG:		3,570,052	2,957,578	341,496	976,849	1,906,191		2,883,040
COUNT:		31	31	31	31	31	0	31

Agenda Item 7.

MONTHLY FLOW RATES FOR BALDWIN COUNTY

January 2018 Thru December 2019

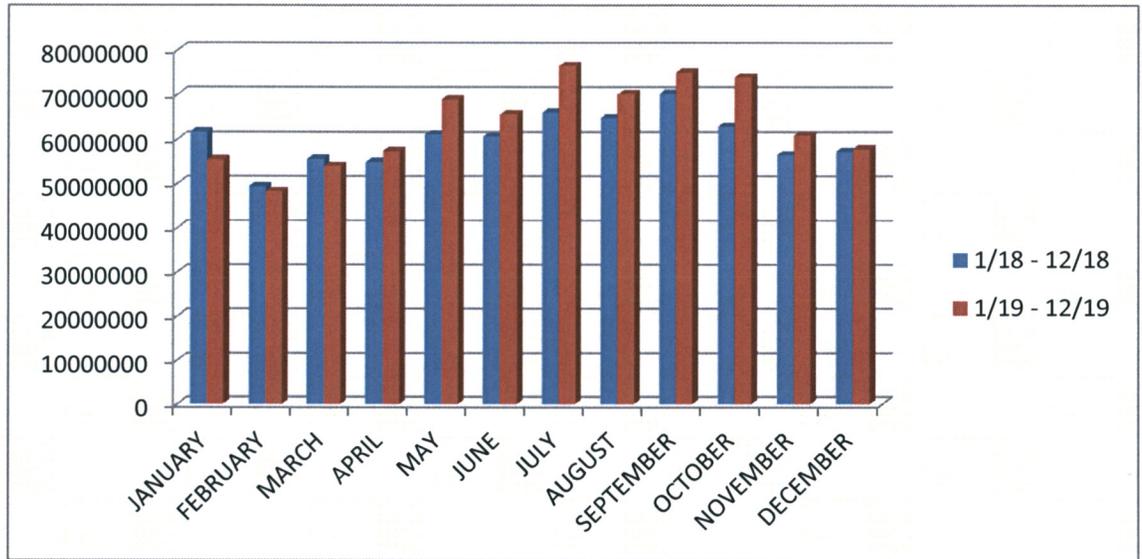
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AUGUST	2089690	2261696
SEPTEMBER	2341189	2500271
OCTOBER	2026826	2384055
NOVEMBER	1881826	2027826
DECEMBER	1845752	1863651



*These figures are the average daily flow each month for Baldwin County
 These figures are based on the billable gallons for each month

MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY January 2018 Thru December 2019

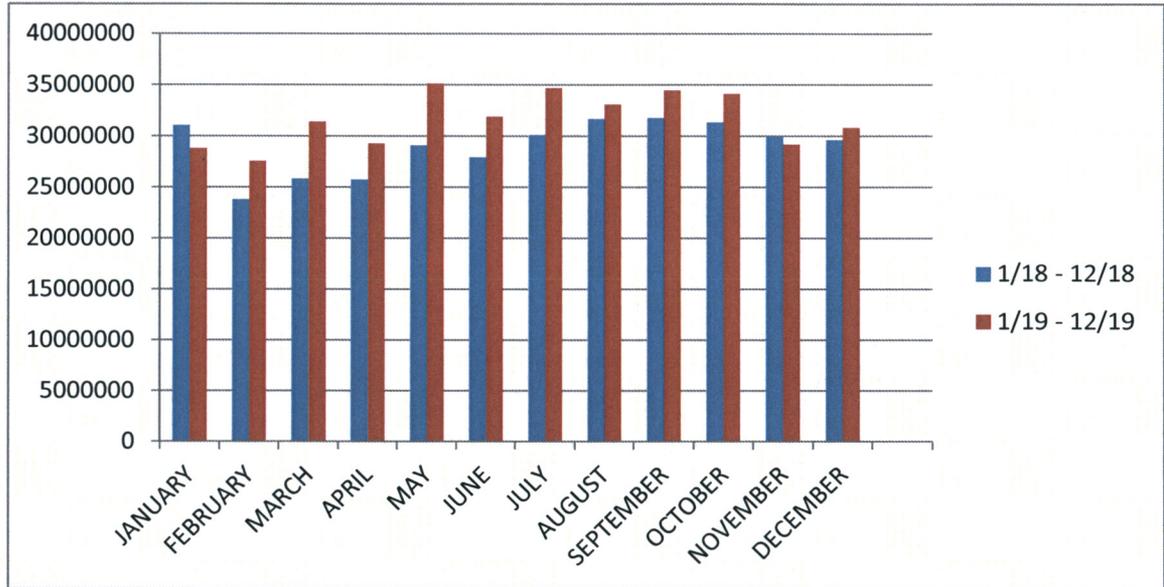
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AUGUST	64780410	70112600
SEPTEMBER	70235670	75008158
OCTOBER	62831610	73905735
NOVEMBER	56454782	60834801
DECEMBER	57218316	57773211



MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

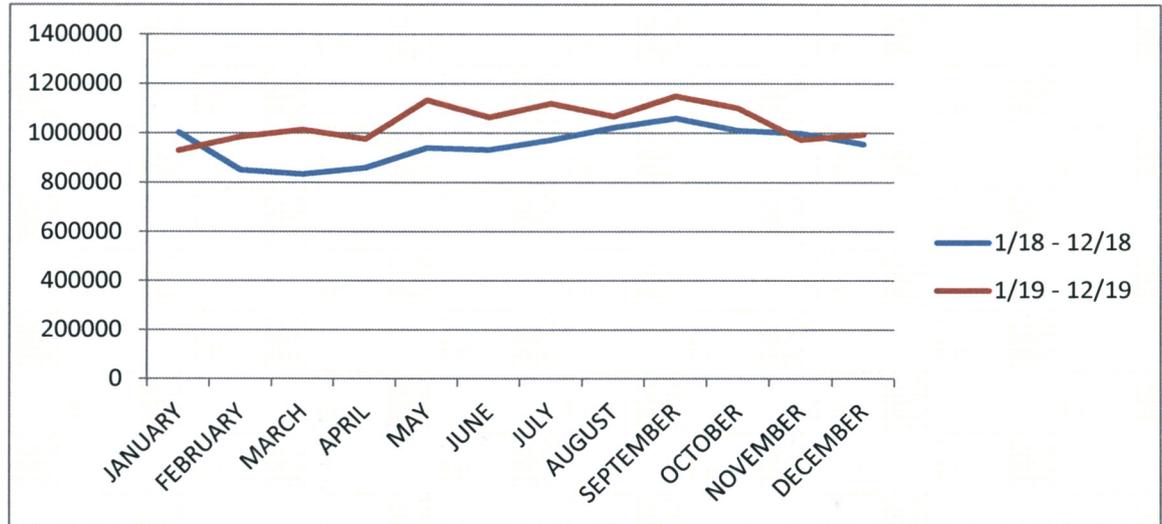
January 2018 Thru December 2019

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FEBRUARY	23811328	27584062
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MAY	29101432	35124586
JUNE	27956573	31923228
JULY	30133017	34706334
AUGUST	31704699	33107378
SEPTEMBER	31778869	34482094
OCTOBER	31347172	34127326
NOVEMBER	29970026	29207270
DECEMBER	29621963	30826625



MONTHLY FLOW RATES FOR PUTNAM COUNTY January 2018 Thru December 2019

	FLOWRATES* 1/18 - 12/18	FLOWRATES* 1/19 - 12/19
JANUARY	1002396	929621
FEBRUARY	850404	985145
MARCH	833543	1013156
APRIL	859191	976193
MAY	938755	1133051
JUNE	931885	1064107
JULY	972032	1119559
AUGUST	1022732	1067979
SEPTEMBER	1059295	1149403
OCTOBER	1011199	1100881
NOVEMBER	999000	973575
DECEMBER	955547	994407



*These figures are the average daily flow each month for Putnam County
These figures are based on the billable gallons for each month

8. Financial Reports

Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Invoice **22**

Date	Invoice #
11/30/2019	281

Bill To
Putnam Co. Board of Commissioners 117 Putnam Drive Suite A Eatonton, GA 31024

Description	Qty	Rate	Amount
Putnam Billable Gallons	29,207	0.422	12,325.35
Putnam Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Putnam Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$81,340.35
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Agenda Item 8.

Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Invoice 23

Date	Invoice #
12/8/2019	280

Bill To
Baldwin County Board of Commissioners 121 N. Wilkinson St. Ate 314 Milledgeville, GA 31061

Description	Qty	Rate	Amount
Baldwin Billable Gallons	60,834	0.422	25,671.95
Baldwin Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Baldwin Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$94,686.95
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Agenda Item 8.

Billable Gallons

Nov-19

Chobys Meter #1	10/31/2019	161,597,830
Chobys Meter #1	11/30/2019	222,963,850
	Total	61,366,020
Mays Road Meter	10/31/2019	19,175,000
Mays Road Meter	11/30/2019	19,699,000
	Total	524,000
Ga. Power Meter	10/31/2019	184,618
Ga. Power Meter	11/30/2019	191,634
	Total	7,016
DNR Boat House	10/31/2019	54,571
DNR Boat House	11/30/2019	54,774
	Total	203

Baldwin Billable Gallons 60,834,801

Putnam Billable Gallons

Main Putnam Meter	28,676,051
Mays Road Meter	524,000
Ga. Power Meter	7,016
DNR Boat House	203
Putnam Billable Gallons	29,207,270

SinclairWater Authority
126 Cay Drive
Milledgeville, Ga. 31061
706-485-8993

Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Invoice **25**

Date	Invoice #
12/31/2019	282

Bill To
Baldwin County Board of Commissioners 121 N. Wilkinson St. Ate 314 Milledgeville, GA 31061

Description	Qty	Rate	Amount
Baldwin Billable Gallons	57,773	0.422	24,380.21
Baldwin Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Baldwin Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$93,395.21
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Agenda Item 8.

Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Invoice 26

Date	Invoice #
12/31/2019	283

Bill To
Putnam Co. Board of Commissioners 117 Putnam Drive Suite A Eatonton, GA 31024

Description	Qty	Rate	Amount
Putnam Billable Gallons	30,826	0.422	13,008.57
Putnam Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Putnam Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$82,023.57
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Agenda Item 8.

Billable Gallons

Dec-19

Chobys Meter #1	11/30/2019	222,963,850
Chobys Meter #1	12/31/2019	281,281,360
	Total	58,317,510
Mays Road Meter	11/30/2019	19,699,000
Mays Road Meter	12/31/2019	20,225,000
	Total	526,000
Ga. Power Meter	11/30/2019	191,634
Ga. Power Meter	12/31/2019	209,933
	Total	18,299
DNR Boat House	11/30/2019	54,774
DNR Boat House	12/31/2019	54,774
	Total	0

Baldwin Billable Gallons 57,773,211

Putnam Billable Gallons

Main Putnam Meter	30,282,326
Mays Road Meter	526,000
Ga. Power Meter	18,299
DNR Boat House	0
Putnam Billable Gallons	30,826,625

SinclairWater Authority
 126 Cay Drive
 Milledgeville, Ga. 31061
 706-485-8993