



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, November 9, 2020 ◊ 5:00 PM

Sinclair Water Plant

Opening

- 1. Call to Order
- 2. Public Participation

Minutes

- 3. Approval of Minutes
 - a. September 14, 2020 Regular Meeting
 - b. October 19, 2020 Called Meeting

Reports I

- 4. Introduction of Plant Manager Andrew Paracca
- 5. Manager's Report

New Business

- 6. Approval of 2021 SWA Meeting Calendar
- 7. Election of Officers
 - a. Secretary (currently Christina Corn)
 - b. Treasurer (currently Linda Zarkowsky)
- 8. Approval of 2021 Budget

Old Business

- 9. Update on Exchange Bank Accounts of Operating and USDA Reserve Account (TA)

Reports II

- 10. Plant Production Reports
- 11. Financial Reports

Closing

- 12. Next Meeting - January 11, 2021
- 13. Adjournment

File Attachments for Item:

- 3. Approval of Minutes
 - a. September 14, 2020 Regular Meeting
 - b. October 19, 2020 Called Meeting



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Joseph D. Witcher Plant Manager

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

Called Meeting

Minutes

Monday, October 19, 2020 ♦ 5:00 PM

Sinclair Water Plant

The Sinclair Water Authority met on Monday, October 19, 2020 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

PRESENT

Chairman Robert Brown

Member Trevor Addison

Member Sammy Hall

Member David Waddell

ABSENT

Member Kelvin Irvin

STAFF PRESENT

Clerk Lynn Butterworth

OTHERS PRESENT

Joan Minton

Opening

1. Call to Order

Chairman Brown called the meeting to order at approximately 5:23 p.m.

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

New Business

2. Report of Search Committee for Water Treatment Plant Manager Position

Search Committee Chairperson Joan Minton gave a report on the work of the committee. She thanked committee members: Billy Webster and Sammy Hall and others who helped: Joey Witcher and Bobby Brown. The committee met on September 18, 2020 and discussed a short-term plan for operating the plant and agreed that the long-term plan would be to advertise for a manager. They met again on October 12, 2020 to interview applicant Andrew Paracca. After the interview and discussion, they agreed to make him an employment offer with the salary to be negotiated.

Mr. Billy Webster signed in to speak on this item and commented on the process of the search committee. He explained that all of the Baldwin County SWA members had a part of the final decision and none of the Putnam County SWA members had a clue about what was going on. He further commented that he had no issues with the outcome, just on the process.

Member Addison commented that no authorization was given to the committee to offer a job and that he concurred with Mr. Webster about the process.

Mr. Webster also offered that paragraph two of the offer letter needed to be fine tuned to include the words "per annum" next to the salary figures.

Chairman Brown advised that Mr. Paracca can start the first Monday in November.

3. Action on Plant Manager Position

Motion to ratify the report of the search committee and offer Andrew Paracca the Plant Manager job as shown in the package at a salary of \$71,000 per annum for the first six months and \$75,000 per annum for the second six months.

Motion made by Member Hall, Seconded by Member Addison.

Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Waddell

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

Closing

4. Adjournment

Motion to adjourn the meeting.

Motion made by Member Hall, Seconded by Member Addison.

Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Waddell

Meeting adjourned at approximately 5:40 p.m.

ATTEST:

Lynn Butterworth
Clerk

Robert Brown
Chairman



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Joseph D. Witcher Plant Manager

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

Minutes

Monday, September 14, 2020 ♦ 5:00 PM

Lakeside Baptist Church

The Sinclair Water Authority met on Monday, September 14, 2020 at approximately 5:00 PM at the Lakeside Baptist Church, 1023 Milledgeville Highway, Milledgeville, Georgia.

PRESENT

Chairman Robert Brown
 Member Trevor Addison
 Member Sammy Hall
 Member Kelvin Irvin
 Member David Waddell

STAFF PRESENT

Plant Manager Joey Witcher
 Acting Clerk Christina Patterson

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. Minutes - July 13, 2020

Motion to approve the July 13, 2020 Minutes.

Motion made by Member Addison, Seconded by Member Irvin.

Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell

Reports I

4. Manager's Report

Plant Manager Witcher reported the following:

- DBP Improvements
 - Both bulk storage tanks have been removed
 - Next will be the installation of metal containment walls, coat them and the adjacent concrete; install new chemical piping and place the containments in their permanent positions
 - Final step will be installing the metal structure
- COVID 19 update
 - Extra attention is being paid and everyone's temperature and symptoms are being monitored
 - To date no staff members or their immediate family members have tested positive
- Alum Sludge
 - Proposed changes in NPDES permit (from Georgie EPD)
 - Total Chlorine
 - Phosphorus Monitoring
 - Escherichia Coli or Fecal Monitoring
 - Approved Sludge Management Plan
 - These changes will require more testing and will likely cause an increase in costs
- Plant Manager Witcher also announced his resignation. He has taken a position with the City of Monroe. His last day will be October 3, 2020. He thanked the board for the opportunity and offered to help in a consulting role during the transition time.

Motion to appoint a search committee with Joan Minton as Chair of that committee and Sammy Hall and Billy Webster as members, to work with Joey Witcher to find a new plant manager.

Motion made by Member Waddell, Seconded by Member Irvin.

Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell

(Copy of report and EPD documents made a part of the minutes.)

New Business

5. 2019 Financial Audit

Copies of the 2019 Financial Audit were distributed at the meeting. No action was taken.

6. Exchange Bank Accounts Conversion - Discussion and possible action of the Operating and USDA Reserve Account

Chairman Brown advised that he contacted Exchange Bank and was informed that the SWA accounts will be converted but nothing would change with the features of the accounts, just the interest rates. Member Addison will check with some other banks to compare interest rates. No action was taken.

Old Business

None

Reports II

7. Plant Production Reports

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

8. Financial Reports

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

Closing

9. Next Meeting - November 9, 2020

The next meeting is scheduled for November 9, 2020 at 5:00 p.m.

10. Adjournment

Motion to adjourn the meeting.

Motion made by Member Hall, Seconded by Member Irvin.

Voting Yea: Chairman Brown, Member Addison, Member Hall, Member Irvin, Member Waddell

Meeting adjourned at approximately 5:25 p.m.

ATTEST:

Lynn Butterworth
Clerk

Robert Brown
Chairman

File Attachments for Item:

5. Manager's Report

Plant Manager's Report

November 9, 2020

Project Update:

DBP Improvements:

- SWA will install metal containment walls and coat them and the adjacent concrete, install new chemical piping, and place the containments in their permanent positions.
- SWA will have the metal structure installed.

COVID 19 update:

- With the slight increase in cases, facility is continuing to pay close attention to COVID-19 safety. To date no staff members or their immediate family members have tested positive.

Alum Sludge:

Proposed Changes in NPDES permit (From GA EPD): See attached Documents

- Escherichia Coli or Fecal Monitoring: This is a new contaminate SWA was not previously required for monitoring. This will be monitoring and reporting only at this time. The added cost will be associated with the cost of sample analysis and shipping. Plans to reach out to certified lab for support.

Train Overhead Lift:

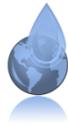
- Chairman Brown approved the emergency purchase from Crane Services (1 of 3 quoted) and was selected for replacement work due to cheaper price, shorter lead time, and additional items included (lift and stainless cable rated for lift requirements) Board members were notified prior to emergency purchase was made. This item is vital to membrane maintenance.

CIP System Rebuild:

- Clean in Place room needs repair due to corrosion. Parts will be priced out and work will be done in house to move high risk items from Clean in Place room into blower room.

File Attachments for Item:

6. Approval of 2021 SWA Meeting Calendar



SWA

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Joseph D. Witcher Plant Manager

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

2021 MEETING CALENDAR

January 11, 2021	Monday	5:00 PM
March 8, 2021	Monday	5:00 PM
May 10, 2021	Monday	5:00 PM
July 12, 2021	Monday	5:00 PM
September 13, 2021	Monday	5:00 PM
November 8, 2021	Monday	5:00 PM

File Attachments for Item:

- 7. Election of Officers
 - a. Secretary (currently Christina Corn)
 - b. Treasurer (currently Linda Zarkowsky)

most current per Cindy Cunningham 2/14/11



Baldwin County Board of Commissioners

County Manager
JOAN G. MINTON

Assistant County Manager
RALPH McMULLEN

County Attorney
DAVID WADDELL

SUITE 314, COURTHOUSE
121 NORTH WILKINSON STREET
MILLEDGEVILLE, GEORGIA 31061-3365
TELEPHONE: (478) 445-4791
FACSIMILE: (478) 445-6320

Chairman
BOBBY BLIZZARD, DISTRICT 4

Vice Chairman
COLLINS P. LEE, DISTRICT 2

Commissioners
GENEVA B. DAVIS, DISTRICT 1
DALE EPPS, SR., DISTRICT 3
ACE PARKER, DISTRICT 5

October 16, 2002

Ms. Helen Carnes
County Clerk -Finance Officer
Putnam County Commissioners
108 South Madison Avenue, Suite 301
Eatonton, Georgia 31024

Dear Helen:

Attached is a fully executed copy of the SWA By-Laws that the Baldwin County Commissioners approved at their September 17, 2002, meeting. Once these were approved by both governing bodies, I got Vince's signature for the Authority. However, at the last SWA meeting these were amended. The Commissioners approved the amended By-Laws at their meeting last night.

Please forward copies to me of the revised By-Laws and I'll get Mr. Blizzard's signature on that set. Thanks for your help.

Sincerely,

Cynthia K. Cunningham
County Clerk

**BY-LAWS
OF
SINCLAIR WATER AUTHORITY**

WHEREAS, the State of Georgia enacted legislation on April 13, 2001 (the "Act") creating the Sinclair Water Authority (the "SWA") to provide for water projects for Baldwin and Putnam Counties (the "Member Counties") and for other purposes; and

WHEREAS, the Act provides for a board comprised of members to govern and manage the operation of the SWA; and

WHEREAS, the members have been selected in accordance with the provisions of the Act; and

WHEREAS, the Act authorizes the SWA Board to enact bylaws to govern its meetings, attendance and the removal of members for non-attendance, voting, quorum and voting requirements, and other matters relating to the conduct of the SWA Board's affairs and non inconsistent with the provision of the Act; and

WHEREAS, the Act requires that the bylaws and any amendments thereto be approved by the governing authorities of the Member Counties; and

WHEREAS, the SWA Board desires to enact these Bylaws and to have them approved by the governing authority of each Member County as provided for in the Act.

NOW, THEREFORE, it is hereby agreed that the following By-Laws are hereby adopted as the By-Laws of the SWA and the same are approved by each Member County as indicated by their signature hereon:

ARTICLE ONE

OFFICES

1.1 Offices. The Authority may have offices at such place or places, within or without the State of Georgia, as the SWA Board may from time to time appoint or the business of the Authority may require or make desirable.

ARTICLE TWO
SWA BOARD

- 2.1 General Powers. The SWA Board shall manage the operations of the SWA and shall perform such other functions that may be provided for or authorized by law.

- 2.2 Appointment of Members. The SWA Board shall be comprised of the following members, each of whom shall have one vote. Each member must reside within a Member County or have a principal place of business within the boundary of a Member County.
 - 2.2.1 One board member shall be the Chairperson of the Board of Commissioners of each Member County, unless such official notifies the governing authority of that county that such official does not wish to serve on the SWA Board, in which event that governing authority shall appoint one of its members to serve on the SWA Board in place of that Chairperson. The regular term of these members shall be concurrent with their terms of office.

 - 2.2.2 One board member shall be appointed by the governing authority of each Member County. The member appointed pursuant to this paragraph may not be an elected official or employee of a Member County or of a municipality located in a Member County but must be a resident of the county whose governing authority appoints that member. The regular and initial terms of these members shall be four years, except that the initial term of the member appointed by the governing authority of Putnam County shall be two years.

 - 2.2.3 One board member shall be elected by the members specified in paragraphs (2.2.1 and 2.2.2) of this subsection. This member shall be the chairperson and shall serve a regular term of four years. The initial term of this member shall be two years. In the event that a majority of those members are unable to agree as to this appointment, those members shall each submit to the Chief Judge of the Ocmulgee Judicial Circuit the name of a person recommended for this position and the chief judge shall appoint the SWA Chairperson from those persons whose names have been so submitted to that judge.

 - 2.2.4 The SWA Board members shall elect annually a secretary and/ or-treasurer who need not be a member of the SWA Board at the first meeting of the fiscal year.

 - 2.2.5 Term of Members. Members of the SWA Board shall serve for the terms specified in this section and until the selection and qualification of their respective successors. In the event a

vacancy occurs on the SWA Board, it shall be filled in the same manner as that vacated position was originally filled but for the remainder of the unexpired term and until a successor is selected and qualified. No member, except those selected pursuant to paragraph 2.2.1 of this Article shall serve more than two consecutive terms.

- 2.3 Compensation of Members. Members of the SWA Board shall serve on the SWA Board with compensation to be recommended by them and approved by the governing authorities of the Member Counties and shall be reimbursed by the SWA for their ordinary and usual expenses properly incurred in the performance of their duties. Each member shall receive a per diem \$75.00 plus reasonable meal cost and mileage as established by the State of Georgia.
- 2.4 Removal. (a) The appointing authority may remove a Member from the SWA Board for cause by the affirmative vote of a majority of members. (b) Removal of the SWA Chairperson may be taken at any SWA Board meeting with respect to which notice of such purpose has been given.
- 2.5 Committees of the Board of Directors. The SWA Chairperson may designate from among its members an ad hoc committee of no more than two SWA members and other community or staff members as needed.

ARTICLE THREE
MEETINGS OF THE SWA BOARD

- 3.1 Regular Meetings. Regular meetings of the SWA Board shall be held on at least a quarterly basis.
- 3.2 Special Meetings. Special meetings of the SWA Board may be called by or at the request of the SWA Chairperson, or by a majority of the members in office at that time.
- 3.3 Place of Meetings. Members may hold their meetings at any place within or without the State of Georgia as the SWA Board may from time to time establish for regular meetings or as is set forth in the notice of special meetings.
- 3.4 Notice of Meetings. Notice of regular or special meetings shall be provided in accordance with the provision of Chapter 14 of Title 50 of the O.C.G.A. in the legal organ, or allowed alternate, for each member county. Regarding special meetings, in addition to the notice requirement set forth above, the chairperson of the SWA Board or any two members thereof calling such meeting shall give notice to each member of each special meeting stating the time, place and purposes of the meeting. Such notice shall be given by mailing a notice of the meeting at least five (5) days before the date of the meeting, or by

telephone, telegram, cablegram, or personal delivery at least three (3) days before the date of the meeting. Notice shall be deemed to have been given by telegram or cablegram at the time notice is filed with the transmitting agency. Attendance by a member at a meeting shall constitute waiver of notice of such meeting, except where a member attends a meeting for the express purpose of objecting to the transaction of business because the meeting is not lawfully called.

- 3.5 Quorum. A majority of the members of the SWA Board shall constitute the quorum necessary for a meeting of the SWA Board, provided that no quorum shall be present unless there is present a SWA Board member resident in and selected by the governing authority of each Member County. It shall require three (3) affirmative votes if a quorum is present to approve matters coming before the SWA Board, except that the following matters shall require a majority of the total votes of the SWA Board plus one additional vote: purchases or contracts in excess of an amount established by the SWA Board; authorization for the issuance of bonds; acquisition of property by condemnation; and the employment or removal of the water plant superintendent.

ARTICLE FOUR

OFFICERS

- 4.1 SWA Chairperson The SWA Chairperson shall be the chief executive officer of the Authority and shall have general supervision of the business of the Authority. He / She shall see that all orders and resolutions of the SWA Board are carried into effect. The SWA Chairperson shall perform such other duties, including execution of various documents as may from time to time be delegated to him by the SWA Board.
- 4.2 Vice Chairperson. The SWA Chairperson may appoint another member as vice chairperson. The vice chairperson shall, in the absence or disability of the chairperson, or at the direction of the chairperson, perform the duties and exercise the powers of the chairperson. The vice chairperson shall perform whatever duties and have whatever powers the SWA Board may from time to time assign.
- 4.3 Secretary. The secretary shall keep accurate records of the acts and proceedings of all meetings of members and committees of members. The secretary shall have authority to give all notices required by law or these By-Laws. The secretary shall be custodian of the books, records, contracts and other documents of the Authority. The secretary shall verify and sign such instruments as may require his /her signature. The secretary shall perform whatever additional duties and have whatever additional powers the SWA Board may from time to time assign.

4.4 Treasurer. The treasurer shall have custody of all funds and securities belonging to the Authority and shall receive, deposit or disburse the same under the direction of the SWA Board. The treasurer shall keep full and true accounts of all receipts and disbursements and shall make such reports of the same to the SWA Board and chairperson upon request. The treasurer shall perform all duties as may be assigned to him from time to time by the SWA Board. The treasurer shall be bonded in an amount established by the SWA Board from time to time.

ARTICLE FIVE
INDEMNIFICATION

5.1. Indemnification. Each member of this Authority shall be indemnified by this Authority against those expenses which are allowed by the laws of the State of Georgia and which are reasonably incurred in connection with an action, suit or proceeding, completed, pending or threatened, in which such member may be involved by reason of his /her being or having been a member of the SWA Board. Such indemnification shall be made only if in accordance with the laws of the State of Georgia and subject to the conditions prescribed therein. The SWA Board may purchase and maintain insurance on behalf of any such members against any liabilities asserted against such members whether or not the Authority would have the power to indemnify such members against such liability under the laws of the State of Georgia. If any expenses or other amounts are paid by way of indemnification, other than by court order, action by members or by an insurance carrier, the SWA Board shall provide notice of such payment to the Member Counties in accordance with the provisions of the laws of the State of Georgia.

ARTICLE SIX
MISCELLANEOUS

6.1 Inspection of Books and Records. The SWA Board shall have power to determine which accounts, books and records of the Authority shall be opened to the inspection, except such as may by law be specifically open to inspection, and shall have power to fix reasonable rules and regulations not in conflict with the applicable law for the inspection of accounts, books and records which by law or by determination of the SWA Board shall be open to inspection.

6.2 Fiscal Year. The fiscal year of the Authority shall initially be from January 1st to December 31st and the SWA Board is authorized to fix the fiscal year of the Authority and to change the same from time to time, as it deems appropriate, in accordance with Georgia law.

6.3 Conflict with Act. In the event of any conflict between the provision of these By-Laws and the Act, the provisions of the Act shall control.

ARTICLE SEVEN
AMENDMENTS

Power to Amend By-Laws. The SWA Board shall have the power to alter, amend or repeal these By-Laws or adopt new by-laws, but any by-laws adopted by the SWA Board must be approved by the governing authority of each Member County.

APPROVED BY:
BALDWIN COUNTY, GEORGIA

BY: WR Bazzani
Its Chairperson

Attest: Jan D. Drinta
Its Clerk

Date Approved: 10/15/02

APPROVED BY:
PUTNAM COUNTY, GEORGIA

BY: Henry L. Lippson
Its Chairperson

Attest: Kelen J. Carnes
Its Clerk

Date Approved: 10-4-02

APPROVED BY:
SINCLAIR WATER AUTHORITY

BY: Vincent A. Crampa

Attest: Kelen J. Carnes
Its Clerk

Date Approved: 9-23-02

File Attachments for Item:

8. Approval of 2021 Budget

2021 Budget Draft

	2020 Approved Budget	2020 YTD thru Oct. 31, 20	2020 Projected	2021 Budget Draft <u>2% Salary Increase</u>
Expenses				
<u>51 · Salaries</u>				
51.1100 · Salaries & Wages-Regular	319,373	261,387	308,809	357,310
51.1400 · Salaries and wages - Other	31,435	20,038	22,097	15,755
Total 51.1000 · Salaries and wages	350,808	281,425	330,906	373,065
<u>51.2000 · Employee Benefits</u>				
51.2100 · Group Health Insurance	73,000	55,166	51,000	54,635
51.2120 · BCBS-Dental	3,010	3,567	3,010	3,010
51.2130 · BCBS-Vision	418	599	418	418
51.2200 · Social Security (FICA)	21,750	16,516	19,921	22,459
51.2300 · Medicare	5,087	3,863	4,800	5,410
51.2400 · Retirement Plan Base	5,504	4,587	5,308	7,461
51.2450 · Retirement Plan Match	8,256	6,577	7,680	11,192
51.2460 · Pension Plan	6,500	6,729	6,729	6,730
51.2700 · Workers' Compensation	20,000	-2,415	20,000	20,000
51.2950 · Other Employee Benefits	300	0	0	0
51.2900 · Group Life Insurance	3,300	2,543	1,705	1,458
Total 51.2000 · Employee Benefits	147,125	97,731	120,571	132,773
Total 51 · Salaries & Benefits	497,933	379,156	451,477	505,838
<u>52 · Services</u>				
<u>52.1000 · Professional & technical</u>				
52.1210 · Legal Fees	1,100	776	776	1,100
52.1220 · Accounting Services	25,600	5,660	25,600	25,600
Total 52.1200 · Professional services	26,700	6,436	26,376	26,700
<u>52.1300 · Technical services</u>				
52.1310 · Engineering	7,500	2,450	7,500	7,500
52.1320 · Computer Services	2,100	1,952	2,000	1,100
52.1330 · Laboratory Testing	26,500	25,987	26,500	26,500
52.1340 Payroll Processing	2,600	2,013	2,600	2,600
Total 52.1300 · Technical services	38,700	32,402	38,600	37,700
<u>52.2000 · Property services</u>				

52.2150 · Alum Sludge Disposal	11,000	40,824	42,000	45,000
52.2210 · Building Maintenance	20,000	23,308	28,000	19,000
52.2220 · Equipment Maintenance	52,000	53,722	73,000	52,000
52.2700 Membrane Maint. Services	19,278		19,278	19,278
52.2230 · Automobile Expense	1,000	287	350	1,000
Total 52.2000 · Property services	<u>103,278</u>	<u>118,141</u>	<u>162,628</u>	<u>136,278</u>

52.3000 · Other services

52.3100 · Insurance Expense	27,500	25,642	25,642	27,500
52.3200 · Telephone (communications)	4,250	3,376	3,920	4,000
52.3300 · Advertising	750	148	148	750
52.3500 · Travel Expense	4,000	2,072	2,300	4,000
52.3600 · Dues and fees	400	657	700	1,000
52.3700 · Education Training	3,900	836	861	3,900
52.3800 · License & Renewals	0	0	0	800

52.3850 · Contract Labor	3,169	3,750	4,275	7,000
Total 52.3000 · Other services	<u>43,969</u>	<u>36,481</u>	<u>37,846</u>	<u>48,950</u>

Total 52 · Services	<u>212,647</u>	<u>193,460</u>	<u>265,450</u>	<u>249,628</u>
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53 · Supplies

53.1100 · Office Supplies	5,000	3,547	4,500	5,000
53.1135 · Chemicals	241,193	231,539	270,000	241,200
53.1140 · Laboratory Supplies	21,000	16,228	18,400	21,000
53.1150 · Safety Items	1,400	2,242	3,000	2,000
53.1200 · Utilities / Energy	168,000	129,790	160,000	180,000
53.1220 Raw Water Withdrawal	50,000	52,680	53,000	53,000
53.1270 · Gasoline	2,000	698	750	2,000
Small equipment & Tools	0	0	0	1,000
53.1710 · Uniforms	1,225	493	1,225	1,225

Total 53 · Supplies	<u>489,818</u>	<u>437,217</u>	<u>510,875</u>	<u>506,425</u>
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Total of Expenses	\$ 1,200,398	\$ 1,009,833	\$ 1,227,802	\$ 1,261,891
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Other Expense/Debt

56 · Debt service

56.1500 Membrane Replacement Contract (10 yr. exp. 2028)	121,500		121,500	121,500
56.1900 Maint. Reserve/Depreciation				

58 · Debt service

58.1330 · GEFA Loan #1 Principal	6,300	0	0	6,400
58.1340 · GEFA Loan #2 Principal	44,300	0	0	45,300
58.1350 Series 2019 Principle	0			225,000
58.2310 · GEFA Loan #1 Interest Expense	2,100	1,061	1,061	2,000
58.2320 · GEFA Loan #2 Interest Expense	20,500	10,351	10,351	19,500
58.2350 Series 2019 Interest	645,455	527,300	641,291	462,900
Total 58 · Debt service	840,155	538,712	774,203	882,600

Total Expenses	2,040,553	1,548,545	2,002,005	2,144,491
Expense Contingency				13,000
Total of All Expenses				\$ 2,157,491

Fund Balance Transfers

COH Balance Transfer				47,213
Projected Use of 2020 Excess Funds				20,548
2021 Interest Earned				6,500
Total of Transfers				74,261

Total of Expenses less Transfers \$ 2,083,230

Income (% of Total Expenses)	FY2020				Baldwin 55%
					Putnam 45%
					of Total Expenses

34.4200 · Water sales

Baldwin Cost	\$ 1,087,251	\$ 918,761	\$ 1,104,658	\$ 1,145,777
Putnam Cost	935,302	765,797	917,895	937,454
Cost to Counties	\$ 2,022,553	\$ 1,684,558	\$ 2,022,553	\$ 2,083,230

File Attachments for Item:

9. Update on Exchange Bank Accounts of Operating and USDA Reserve Account (TA)



Exchange Bank

Milledgeville - Gray - Lake Oconee

Mr. Robert E. Brown, Chairperson
Sinclair Water Authority
126 Cay Dr. SE
Milledgeville, GA 31061

August 3, 2020

Regarding: Exchange Bank accounts 332941 and 769927

Dear Mr. Brown:

We appreciate the business relationship that Exchange Bank has had with Sinclair Water Authority for the past 10 years. A lot has changed over that time period including the interest rate environment. The structure of the two interest bearing transaction accounts that Exchange Bank services for Sinclair Water Authority is no longer viable in the current environment. Please accept this letter as notice pursuant to our agreement dated August 2, 2010 that we will no longer be able to offer the pricing structure as laid out in that agreement. On November 3, 2020 we will convert your two transaction accounts to our Premium Commercial Money Market Account unless you instruct us to do otherwise. This account has a tiered rate structure based on the balance maintained in the account.

Currently these tiers are as follows:

Tiers	Interest Rate	Annual Percentage Yield
\$0 - \$24,999	0.10%	0.10%
\$25,000 - \$49,999	0.15%	0.15%
\$50,000 - \$99,999	0.25%	0.25%
\$100,000 - \$249,999	0.30%	0.30%
\$250,000 & Over	0.40%	0.40%

Exchange Bank will continue to maintain securities pledged in the name of Sinclair Water Authority in an amount that, in conjunction with FDIC insurance, will provide at least 110% coverage of SWA deposits held by Exchange Bank as required by law. I have also enclosed a Premium Commercial Money Market account disclosure with additional account details.

Thank you for allowing Exchange Bank to provide financial services to Sinclair Water Authority. Please contact us if you have any questions.

Respectfully,



Casey Washburn
EVP/ Chief Credit Officer

PREMIUM COMMERCIAL MONEY MARKET

August 3, 2020

This disclosure contains information about terms, fees, and interest rates for some of the accounts we offer.

Interest Rates and Annual Percentage Yields are current as of 08-03-2020.
For current rate information call (478) 452-4531.

PREM COMMERCIAL MONEY MARKET

Rate Information: This Account is an interest bearing account. If the daily balance is less than \$25,000.00, the interest rate paid on the entire balance in the account will be 0.10% with an annual percentage yield of 0.10%. If the daily balance is more than \$24,999.99, but less than \$50,000.00, the interest rate paid on the entire balance in the account will be 0.15% with an annual percentage yield of 0.15%. If the daily balance is more than \$49,999.99, but less than \$100,000.00, the interest rate paid on the entire balance in the account will be 0.25% with an annual percentage yield of 0.25%. If the daily balance is more than \$99,999.99, but less than \$250,000.00, the interest rate paid on the entire balance in the account will be 0.30% with an annual percentage yield of 0.30%. If the daily balance is more than \$249,999.99 the interest rate paid on the entire balance in the account will be 0.40% with an annual percentage yield of 0.40%.

The interest rate and annual percentage yield may change. At our discretion, we may change the interest rate on the account daily. Interest begins to accrue no later than the business day we receive credit for the deposit of noncash items (for example, checks). Interest will be compounded monthly and will be credited to the account monthly. If the account is closed before interest is credited, you will not receive the accrued interest.

Balance Information: We use the daily balance method to calculate the interest on the account. This method applies a daily periodic rate to the principal in the account each day.

Limitations: You must deposit \$25,000.00 to open this account. Six (6) debits are allowed per monthly statement cycle. Any additional debits are \$5.00 each.

Account Fees: A minimum balance fee of \$9.00 will be imposed every month if the balance in the account falls below \$25,000.00 any day of the statement cycle. If your minimum daily balance is \$25,000.00 or more, the service charge will be waived regardless of the balance in this account.

MISCELLANEOUS FEES AND CHARGES

ACCOUNT RESEARCH OR BALANCING ASSISTANCE : \$20.00 PER HOUR

CHECK PRINTING FEES : VARY BY THE STYLE

ACTIVITY PRINTOUT: \$3.00

BALANCE INQUIRE AT ATM NOT OWNED OR OPERATED BY EXCHANGE BANK: \$0.50

INTERNATIONAL WIRE TRANSFER (OUTGOING): SUBJECT TO FEE FROM EXCHANGE BANK'S CORRESPONDENT BANK

BALANCE INQUIRE BY PHONE (IF BALANCE IS LESS THAN \$300.00): \$3.00

CLOSING ACCOUNT WITHIN 6 MONTHS FROM THE DATE OF OPENING: \$10.00

Return Item Chargeback Fee: \$5.00

DORMANT ACCOUNT FEE IF NO ACTIVITY FOR 2 YEARS: \$60.00

SWEEP TRANSFER FEE: \$5.00

RETURN ITEM CHARGEBACK: \$35.00

OVERDRAFT FEE (PER DEBIT): \$35.00

REPLACEMENT OF ATM/DEBIT CARD: \$5.00

RETURNED STATEMENT FEE: \$4.00

STOP PAYMENT (EACH): \$35.00

TELEPHONE TRANSFER IF ACCOUNT BALANCE IS LESS THAN \$1,000.00: \$3.00

WIRE TRANSFER (INCOMING): \$18.00

WIRE TRANSFER (OUTGOING): \$23.00

WITHDRAWALS FROM ATM'S, NOT OWNED OR OPERATED BY EXCHANGE BANK (FREE FOR NEW HORIZONS MEMBERS): \$2.50

OVERDRAFT FEES CAN BE CREATED BY CHECK, IN-PERSON WITHDRAWAL, ATM WITHDRAWAL, OR OTHER EFT MEANS.:

MSB (MONEY SERVICE BUSINESS) FEE: \$250.00

HIGH RISK FEE: \$500.00

File Attachments for Item:

10. Plant Production Reports

October 2020 Flows

<u>Baldwin Gallons Usage</u>		<u>Baldwin Usage Info</u>	
Baldwin Main Meter	64,920,882	Baldwin Usage	64,551,807
Average of South Putnam Meters	369,075	Baldwin October Projected Usage	67,400,000
		Baldwin Excess Usage %	-4%
		Baldwin % of Total Usage	66%
BALDWIN GALLONS USED	64,551,807	November Projected Usage	58,139,000

<u>Putnam Gallons Usage</u>		<u>Putnam Usage Info</u>	
Putnam Main Meter	32,601,654	Putnam Usage	32,970,729
Average of South Putnam Meters	369,075	Putnam October Projected Usage	32,681,000
		Putnam Excess Usage %	1%
		Putnam % of Total Usage	34%
PUTNAM GALLONS USED	32,970,729	November Projected Usage	28,269,000

Main Meter comes from Month End Flows Report
 Projected Usages come from Each County Billing Budget Sheets
 Manually enter all in Grey
 Delete these instructions
 SAVE AS "MONTH/YEAR"

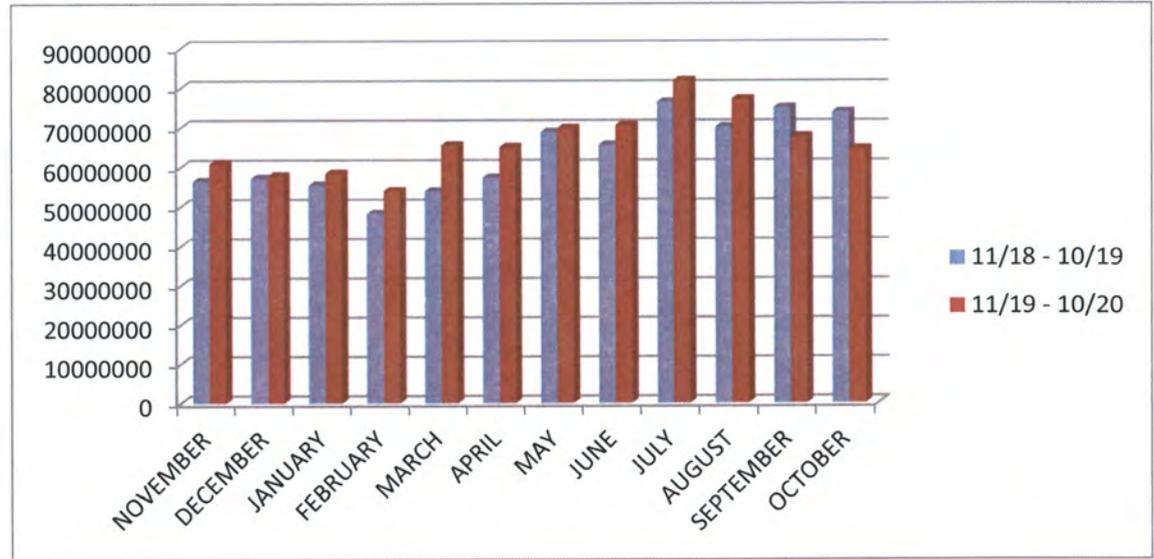
Total of Gallons	97,522,536
Baldwin	66%
Putnam	34%
Total of Gallons	100%

Flows Monthly Report

Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dist
2020-10-01	23:59:59	3,522,134	3,030,568	236,736	867,023	2,091,501		2,958,524
2020-10-02	23:59:59	3,608,891	3,108,750	236,871	1,146,229	1,945,939		3,092,168
2020-10-03	23:59:59	3,653,601	3,149,120	237,484	940,074	1,997,208		2,937,282
2020-10-04	23:59:59	3,648,710	3,152,730	220,937	1,095,115	2,182,141		3,277,256
2020-10-05	23:59:59	3,874,126	3,353,132	224,030	1,229,388	2,082,509		3,311,897
2020-10-06	23:59:59	3,553,106	3,074,604	218,230	907,727	1,996,837		2,904,564
2020-10-07	23:59:59	3,840,083	3,327,387	236,347	1,143,767	2,043,222		3,186,989
2020-10-08	23:59:59	3,572,615	3,087,509	229,346	1,013,939	1,979,084		2,993,023
2020-10-09	23:59:59	3,562,150	3,065,514	232,336	1,040,249	1,954,025		2,994,274
2020-10-10	23:59:59	3,702,124	3,181,441	245,348	1,121,254	2,006,882		3,128,136
2020-10-11	23:59:59	3,545,284	3,071,207	223,788	1,027,538	1,928,439		2,955,977
2020-10-12	23:59:59	3,406,366	2,962,966	197,397	1,048,844	1,888,590		2,937,434
2020-10-13	23:59:59	3,436,856	2,965,171	202,919	1,102,643	1,960,998		3,063,641
2020-10-14	23:59:59	3,417,512	2,946,625	219,288	956,203	1,741,003		2,697,206
2020-10-15	23:59:59	3,766,665	3,255,828	246,633	1,378,346	1,902,309		3,280,655
2020-10-16	23:59:59	3,833,726	3,319,426	234,553	980,245	2,208,486		3,188,731
2020-10-17	23:59:59	3,983,697	3,437,676	249,022	1,166,397	2,118,463		3,284,860
2020-10-18	23:59:59	3,956,742	3,420,695	252,565	989,085	2,311,914		3,300,999
2020-10-19	23:59:59	3,611,271	3,126,582	207,154	954,019	2,255,268		3,209,287
2020-10-20	23:59:59	4,013,868	3,491,969	226,695	1,266,057	2,119,918		3,385,975
2020-10-21	23:59:59	4,274,711	3,338,784	595,904	1,064,601	2,168,518		3,233,119
2020-10-22	23:59:59	4,046,449	3,231,412	767,784	977,823	2,249,882		3,227,705
2020-10-23	23:59:59	4,580,457	3,404,315	469,711	1,011,919	2,224,190		3,236,109
2020-10-24	23:59:59	4,223,348	3,509,899	384,445	1,136,672	2,270,221		3,406,893
2020-10-25	23:59:59	4,119,516	3,504,614	305,578	966,302	2,390,313		3,356,615
2020-10-26	23:59:59	3,955,603	3,320,968	296,791	1,144,893	2,229,611		3,374,504
2020-10-27	23:59:59	3,845,896	3,249,089	302,308	990,383	2,170,524		3,160,907
2020-10-28	23:59:59	3,909,762	3,287,600	314,559	1,115,724	2,016,812		3,132,536
2020-10-29	23:59:59	3,908,376	3,250,000	341,471	961,510	2,133,112		3,094,622
2020-10-30	23:59:59	3,932,879	3,270,903	366,632	927,230	2,085,864		3,013,094
2020-10-31	23:59:59	3,751,636	3,152,026	300,700	930,455	2,267,099		3,197,554
TOTAL:		118,058,160	100,048,510	9,023,562	32,601,654	64,920,882		97,522,536
MIN:		3,406,366	2,946,625	197,397	867,023	1,741,003		2,697,206
MAX:		4,580,457	3,509,899	767,784	1,378,346	2,390,313		3,406,893
AVG:		3,808,328	3,227,371	291,083	1,051,666	2,094,222		3,145,888
COUNT:		31	31	31	31	31	0	31

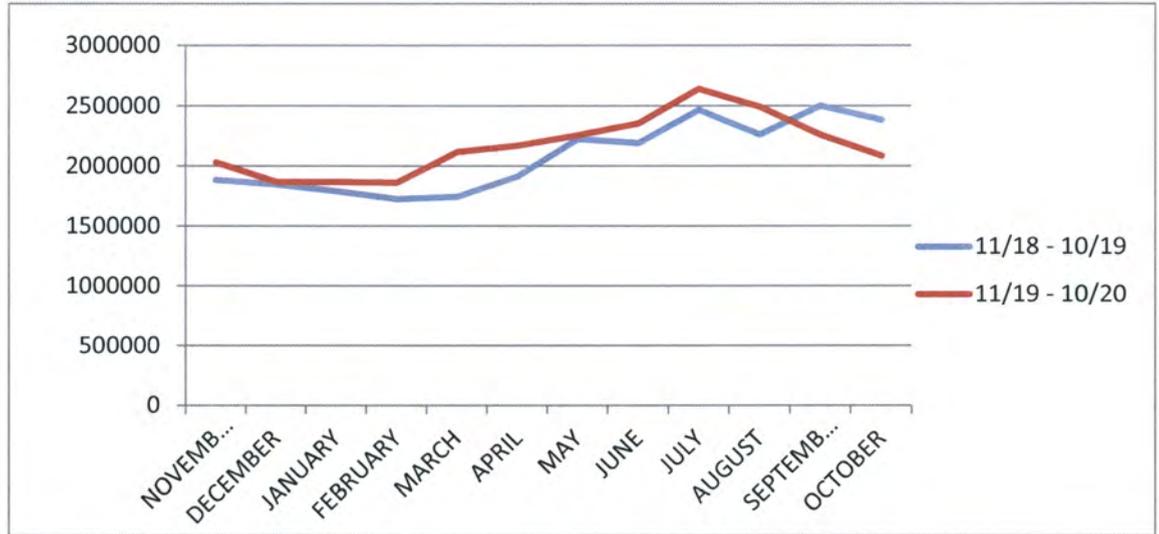
MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY November 2018 Thru October 2020

	GALLONS 11/18 - 10/19	GALLONS 11/19 - 10/20
NOVEMBER	56454782	60834801
DECEMBER	57218316	57773211
JANUARY	55462219	58385430
FEBRUARY	48265800	53967113
MARCH	53973721	65541932
APRIL	57353719	65051465
MAY	68890222	69800065
JUNE	65651546	70541369
JULY	76455716	81858675
AUGUST	70112600	77166156
SEPTEMBER	75008158	67710920
OCTOBER	73905735	64551807



MONTHLY FLOW RATES FOR BALDWIN COUNTY November 2018 Thru October 2020

	FLOWRATES* 11/18 - 10/19	FLOWRATES* 11/19 - 10/20
NOVEMBER	1881826	2027826
DECEMBER	1845752	1863651
JANUARY	1789103	1864968
FEBRUARY	1723778	1860934
MARCH	1741087	2114255
APRIL	1911790	2168382
MAY	2222265	2251615
JUNE	2188384	2351378
JULY	2466313	2640602
AUGUST	2261696	2489230
SEPTEMBER	2500271	2257030
OCTOBER	2384055	2082316

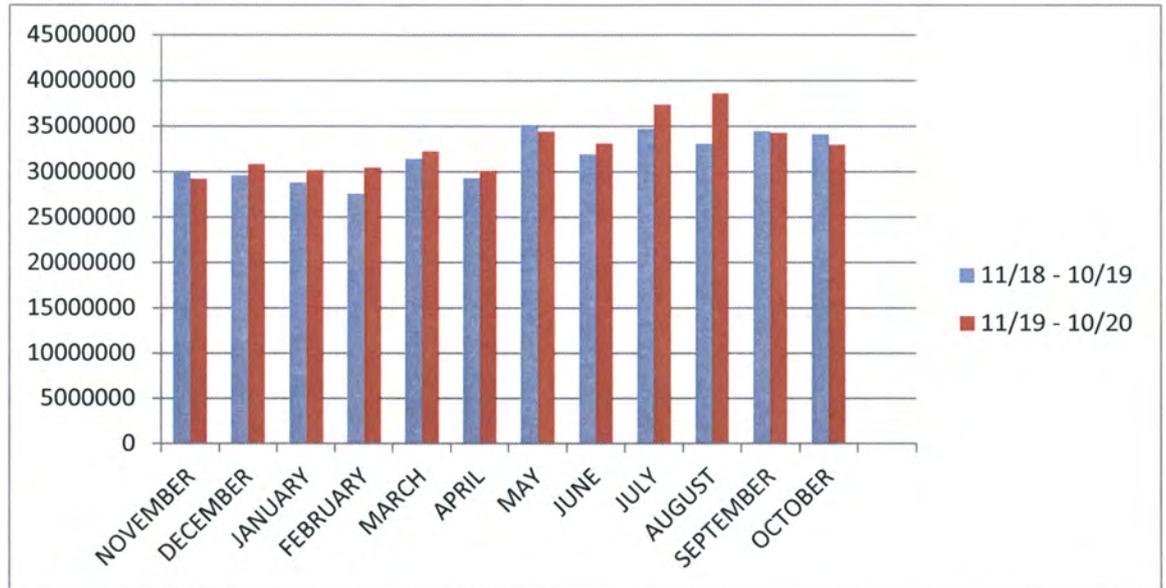


*These figures are the average daily flow each month for Baldwin County
These figures are based on the billable gallons for each month

MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

November 2018 Thru October 2020

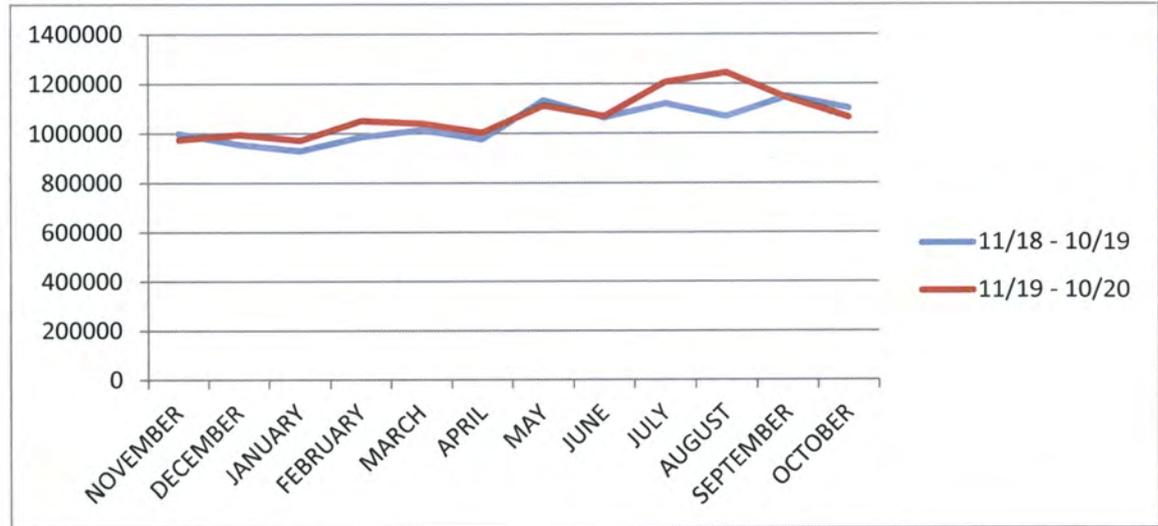
	GALLONS 11/18 - 10/19	GALLONS 11/19 - 10/20
NOVEMBER	29970026	29207270
DECEMBER	29621963	30826625
JANUARY	28818273	30123750
FEBRUARY	27584062	30434759
MARCH	31407865	32214416
APRIL	29285798	30061246
MAY	35124586	34404415
JUNE	31923228	33107645
JULY	34706334	37362638
AUGUST	33107378	38585492
SEPTEMBER	34482094	34265077
OCTOBER	34127326	32970729



MONTHLY FLOW RATES FOR PUTNAM COUNTY

November 2018 Thru October 2020

	FLOWRATES*	FLOWRATES*
	11/18 - 10/19	11/19 - 10/20
NOVEMBER	999000	973575
DECEMBER	955547	994407
JANUARY	929621	971733
FEBRUARY	985145	1049474
MARCH	1013156	1039174
APRIL	976193	1002041
MAY	1133051	1109819
JUNE	1064107	1067988
JULY	1119559	1205246
AUGUST	1067979	1244693
SEPTEMBER	1149403	1142169
OCTOBER	1100881	1063571



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

September 2020 Flows

<u>Baldwin Gallons Usage</u>		<u>Baldwin Usage Info</u>	
Baldwin Main Meter	68,079,995	Baldwin Usage	67,710,920
Average of South Putnam Meters	369,075	Baldwin September Projected Usa	71,498,000
		Baldwin Excess Usage %	-6%
		Baldwin % of Total Usage	66%
BALDWIN GALLONS USED	67,710,920	October Projected Usage	67,400,000

<u>Putnam Gallons Usage</u>		<u>Putnam Usage Info</u>	
Putnam Main Meter	33,896,002	Putnam Usage	34,265,077
Average of South Putnam Meters	369,075	Putnam September Projected Usa	34,646,000
		Putnam Excess Usage %	-1%
		Putnam % of Total Usage	34%
PUTNAM GALLONS USED	34,265,077	October Projected Usage	32,681,000

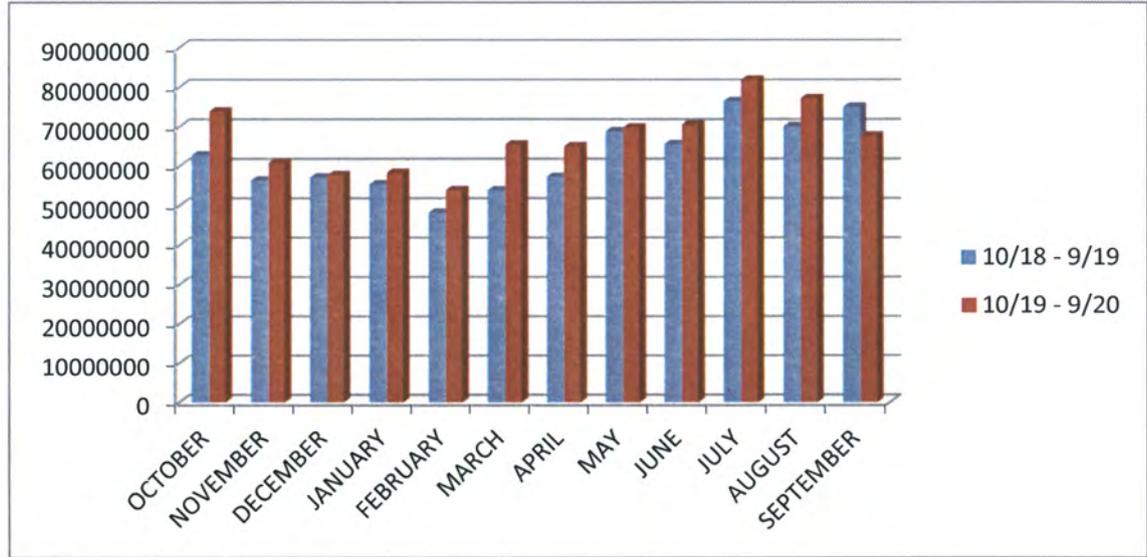
Total of Gallons	101,975,997
Baldwin	66%
Putnam	34%
Total of Gallons	100%

Flows Monthly Report

Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dist
2020-09-01	23:59:59	4,001,821	3,460,306	278,871	1,023,641	2,364,004		3,387,645
2020-09-02	23:59:59	4,280,947	3,706,721	279,919	1,208,062	2,280,101		3,488,163
2020-09-03	23:59:59	3,987,498	3,389,653	310,272	1,122,366	2,454,760		3,577,126
2020-09-04	23:59:59	4,202,130	3,655,186	256,888	1,133,599	2,307,081		3,440,680
2020-09-05	23:59:59	4,535,999	3,875,713	311,671	1,312,622	2,528,223		3,840,845
2020-09-06	23:59:59	4,370,559	3,747,126	285,394	1,261,278	2,564,836		3,826,114
2020-09-07	23:59:59	4,911,830	4,158,609	368,893	1,190,842	2,646,727		3,837,569
2020-09-08	23:59:59	4,502,944	3,814,211	185,351	1,181,369	2,510,490		3,691,859
2020-09-09	23:59:59	3,996,310	3,463,905	171,840	1,199,471	2,240,854		3,440,325
2020-09-10	23:59:59	4,023,543	3,436,448	236,658	1,043,634	2,312,213		3,355,847
2020-09-11	23:59:59	3,945,514	3,405,301	247,838	1,064,635	2,260,000		3,324,635
2020-09-12	23:59:59	4,059,108	3,459,666	282,669	1,160,230	2,335,831		3,496,061
2020-09-13	23:59:59	4,202,544	3,590,817	273,964	1,118,005	2,440,373		3,558,378
2020-09-14	23:59:59	4,182,858	3,513,668	333,585	1,086,075	2,266,816		3,352,891
2020-09-15	23:59:59	3,860,471	3,345,300	229,724	988,111	2,266,282		3,254,393
2020-09-16	23:59:59	4,235,771	3,665,003	272,736	1,165,477	2,408,314		3,573,791
2020-09-17	23:59:59	3,861,813	3,415,967	375,352	1,112,602	2,282,516		3,395,118
2020-09-18	23:59:59	4,136,715	3,583,022	255,503	1,016,930	2,415,121		3,432,051
2020-09-19	23:59:59	4,154,389	3,585,884	260,742	1,051,040	2,439,888		3,490,928
2020-09-20	23:59:59	4,263,945	3,648,732	280,537	1,207,440	2,326,411		3,533,851
2020-09-21	23:59:59	4,248,726	3,666,983	250,605	1,004,166	2,669,114		3,673,280
2020-09-22	23:59:59	4,702,241	4,126,384	243,902	1,722,958	2,031,491		3,754,449
2020-09-23	23:59:59	3,314,932	2,851,878	212,206	1,117,800	1,874,789		2,992,589
2020-09-24	23:59:59	3,582,137	3,077,748	242,649	1,054,055	1,834,422		2,888,477
2020-09-25	23:59:59	3,203,588	2,744,445	221,918	1,009,494	1,858,341		2,867,835
2020-09-26	23:59:59	3,682,495	3,179,134	240,071	990,683	1,814,401		2,805,084
2020-09-27	23:59:59	3,431,815	2,949,416	226,187	1,209,032	1,926,214		3,135,246
2020-09-28	23:59:59	3,905,028	3,392,852	223,254	1,017,169	2,137,914		3,155,083
2020-09-29	23:59:59	4,065,161	3,528,015	248,385	1,059,635	2,415,795		3,475,430
2020-09-30	23:59:59	3,558,235	3,074,315	227,535	1,063,581	1,866,673		2,930,254
TOTAL:		121,411,067	104,512,408	7,835,119	33,896,002	68,079,995		101,975,997
MIN:		3,203,588	2,744,445	171,840	988,111	1,814,401		2,805,084
MAX:		4,911,830	4,158,609	375,352	1,722,958	2,669,114		3,840,845
AVG:		4,047,036	3,483,747	261,171	1,129,867	2,269,333		3,399,200
COUNT:		30	30	30	30	30	0	30

MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY October 2018 Thru September 2020

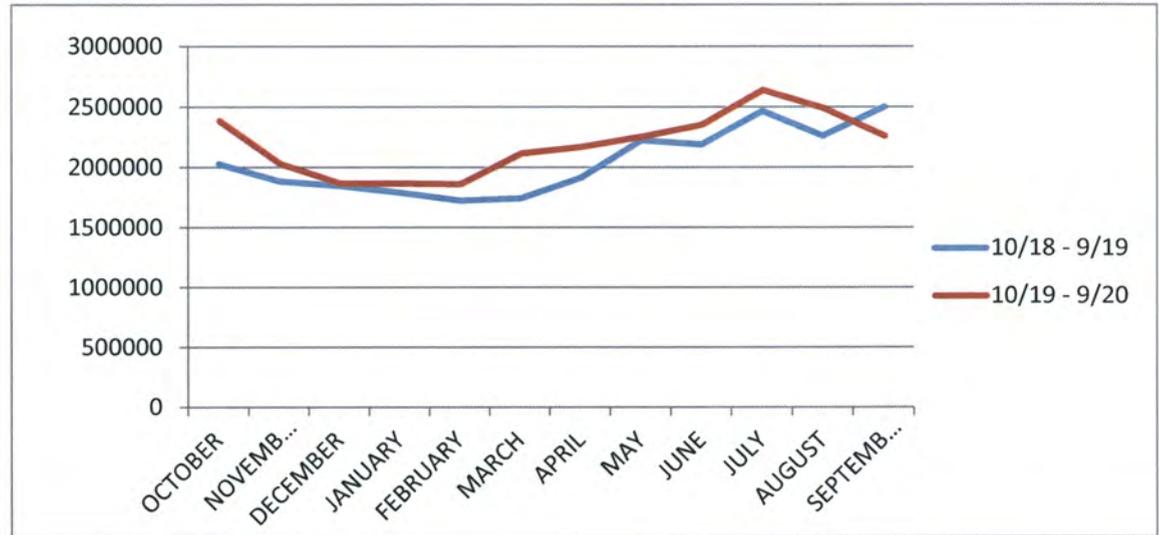
	GALLONS 10/18 - 9/19	GALLONS 10/19 - 9/20
OCTOBER	62831610	73905735
NOVEMBER	56454782	60834801
DECEMBER	57218316	57773211
JANUARY	55462219	58385430
FEBRUARY	48265800	53967113
MARCH	53973721	65541932
APRIL	57353719	65051465
MAY	68890222	69800065
JUNE	65651546	70541369
JULY	76455716	81858675
AUGUST	70112600	77166156
SEPTEMBER	75008158	67710920



MONTHLY FLOW RATES FOR BALDWIN COUNTY

October 2018 Thru September 2020

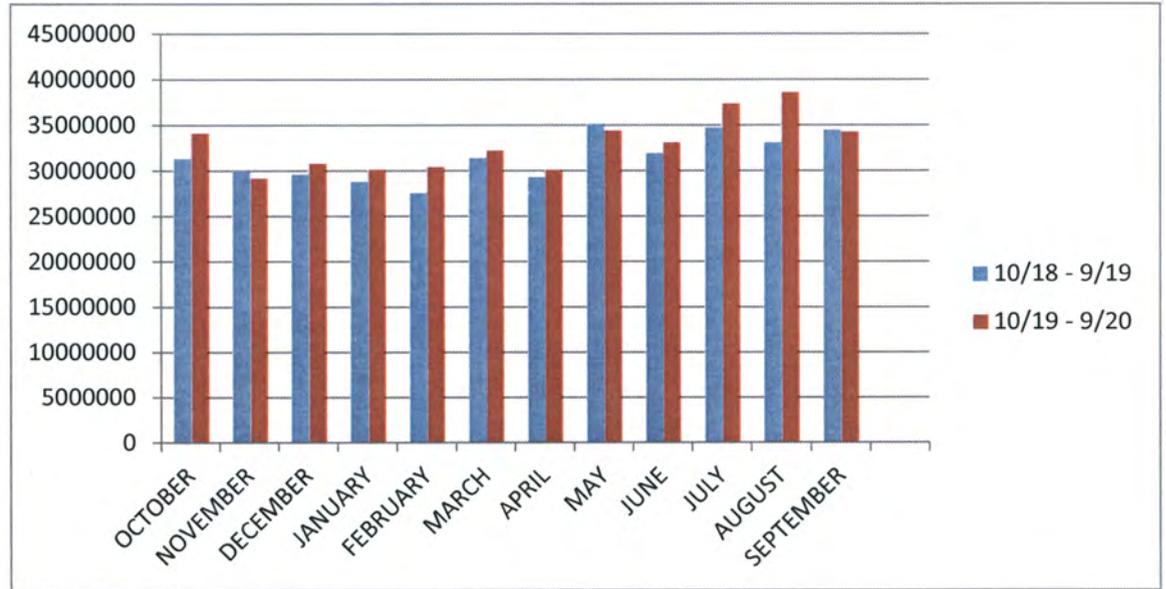
	FLOWRATES* 10/18 - 9/19	FLOWRATES* 10/19 - 9/20
OCTOBER	2026826	2384055
NOVEMBER	1881826	2027826
DECEMBER	1845752	1863651
JANUARY	1789103	1864968
FEBRUARY	1723778	1860934
MARCH	1741087	2114255
APRIL	1911790	2168382
MAY	2222265	2251615
JUNE	2188384	2351378
JULY	2466313	2640602
AUGUST	2261696	2489230
SEPTEMBER	2500271	2257030



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

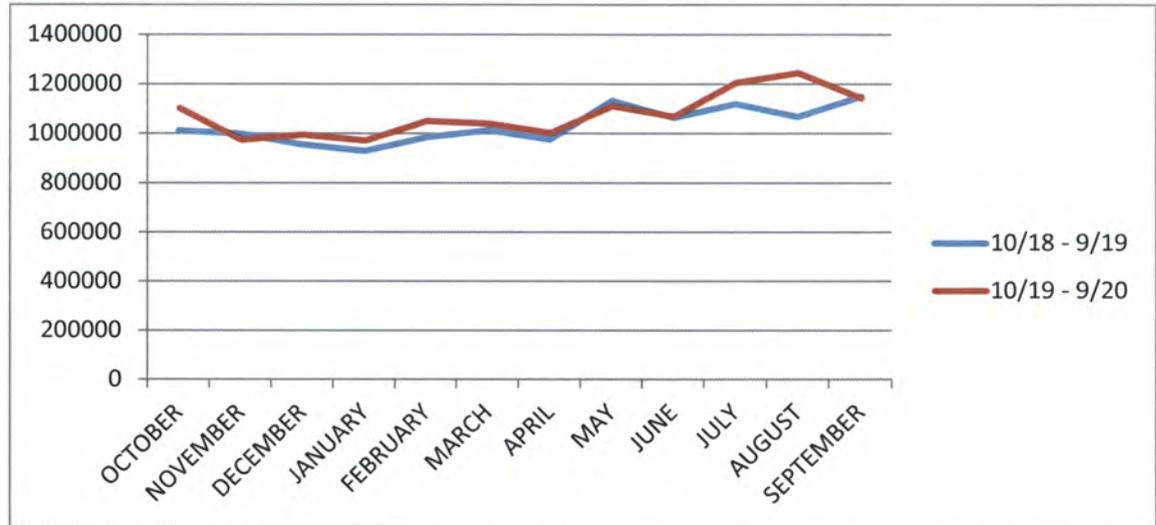
MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY October 2018 Thru September 2020

	GALLONS 10/18 - 9/19	GALLONS 10/19 - 9/20
OCTOBER	31347172	34127326
NOVEMBER	29970026	29207270
DECEMBER	29621963	30826625
JANUARY	28818273	30123750
FEBRUARY	27584062	30434759
MARCH	31407865	32214416
APRIL	29285798	30061246
MAY	35124586	34404415
JUNE	31923228	33107645
JULY	34706334	37362638
AUGUST	33107378	38585492
SEPTEMBER	34482094	34265077



MONTHLY FLOW RATES FOR PUTNAM COUNTY October 2018 Thru September 2020

	FLOWRATES* 10/18 - 9/19	FLOWRATES* 10/19 - 9/20
OCTOBER	1011199	1100881
NOVEMBER	999000	973575
DECEMBER	955547	994407
JANUARY	929621	971733
FEBRUARY	985145	1049474
MARCH	1013156	1039174
APRIL	976193	1002041
MAY	1133051	1109819
JUNE	1064107	1067988
JULY	1119559	1205246
AUGUST	1067979	1244693
SEPTEMBER	1149403	1142169



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

File Attachments for Item:

11. Financial Reports

Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Invoice 42

Date	Invoice #
9/30/2020	300

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

Description	Qty	Rate	Amount
Baldwin Monthly Water Sales		92,948.45	92,948.45
SWA Total Distribution -101,975,997 Baldwin Main Meter as of September 30, 2020 - 68,079,995 Average of South Putnam Meters - 369,075 Baldwin Gallons Used - 67,710,920 Baldwin September Projected Usage - 71,498,000 Baldwin Excess Usage - 6% Baldwin % of Total Usage - 66% Baldwin October Projections - 67,400,000			

	Total	\$92,948.45
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Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Invoice 43

Date	Invoice #
9/30/2020	301

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

Description	Qty	Rate	Amount
Putnam Water Sales		76,048.74	76,048.74
SWA Total Distribution - 101,975,997 Putnam Main Meter as of September 30, 2020 - 33,896,002 South Putnam Meters average = 369,075 Putnam Gallons Used - 34,265,007 Putnam September Projected Usage - 346,460,000 Putnam Excess Usage - 1% Putnam % of Total Usage - 34% Putnam October Projections - 32,681,000			

			Total	\$76,048.74
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Sinclair Water Authority
 126 Cay Dr.
 Milledgeville, GA 31061

Invoice

Date	Invoice #
10/31/2020	302

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

Description	Qty	Rate	Amount
Baldwin Monthly Water Sales		92,948.45	92,948.45
SWA Total Distribution -97,522,536			
Baldwin Main Meter as of October 31, 2020 - 64,920,882			
Average of South Putnam Meters - 369,075			
Baldwin Gallons Used - 64,551,807			
Baldwin October Projected Usage - 67,400,000			
Baldwin Excess Usage - (-4%)			
Baldwin % of Total Usage - 66%			
Baldwin November Projections - 58,139,000			

		Total	\$92,948.45
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Sinclair Water Authority

126 Cay Dr.
Milledgeville, GA 31061

Date	Invoice #
10/31/2020	303

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

Description	Qty	Rate	Amount
Putnam Water Sales		76,048.74	76,048.74
SWA Total Distribution - 97,552,536			
Putnam Main Meter as of October 31, 2020 - 32,601,654			
South Putnam Meters average = 369,075			
Putnam Gallons Used - 32,970,729			
Putnam October Projected Usage - 32,681,000			
Putnam Excess Usage - 1%			
Putnam % of Total Usage - 34%			
Putnam November Projections - 28,269,000			

	Total	\$76,048.74
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Sinclair Water Authority
Balance Sheet
As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
11.1100 · Cash	
11.1111 · Exchange Bank Operating	347,876.74
11.1112 · Exchange - Payroll	5,000.00
11.1120 · Exchange-USDA Reserve	160,446.99
11.1140 · CD - USDA Reserve	264,921.91
Total 11.1100 · Cash	778,245.64
11.1150 · Petty Cash	100.00
Total Checking/Savings	778,345.64
Accounts Receivable	
11.1900 · Accounts Receivable	168,997.19
Total Accounts Receivable	168,997.19
Other Current Assets	
11.3800 · Prepaid Assets	36,603.40
Total Other Current Assets	36,603.40
Total Current Assets	983,946.23
Fixed Assets	
11.7100 · Land & Row	76,763.35
11.7400 · Water Treatment Plant	18,828,423.46
11.7410 · Accum Depr-Buildings	-6,862,414.92
11.7500 · Machinery and Equipment	110,702.80
11.7510 · Accum Depr-Machinery & Equip	-77,336.64
11.7620 · CIP - Membrane Replacement	145,824.58
11.7630 · CIP-CL02 Project	45,033.86
Total Fixed Assets	12,266,996.49
Other Assets	
11.9000 · Deferred Outflows of Resources	
11.9300 · Defrred Outflw of Resrc-Pension	6,388.00
Total 11.9000 · Deferred Outflows of Resources	6,388.00
Total Other Assets	6,388.00
TOTAL ASSETS	13,257,330.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
12.1110 · Accounts Payable	13,393.10
Total Accounts Payable	13,393.10
Credit Cards	
12.1122 · VISA	503.93
Total Credit Cards	503.93

Sinclair Water Authority
Balance Sheet
As of October 31, 2020

	Oct 31, 20
Other Current Liabilities	
12.1300 · Payroll Deductions Payable	
12.1310 · BCBS-Dental	3,025.58
12.1312 · AFLAC	-90.20
12.1315 · BCBS-Vision	242.68
12.1320 · Group Health Insurance	7,172.74
12.1330 · Social Security (FICA)	-0.03
12.1390 · 457 Plan Deductions	-35.74
12.1395 · Life Insurance - voluntary	-226.99
Total 12.1300 · Payroll Deductions Payable	10,088.04
12.1400 · Emplr's part of E-ye Benefits	
12.1420 · Group Health Insurance	2,999.11
Total 12.1400 · Emplr's part of E-ye Benefits	2,999.11
12.1435 · Compensated Absences Payable	5,752.12
Total Other Current Liabilities	18,839.27
Total Current Liabilities	32,736.30
Long Term Liabilities	
12.5265 · Net Pension Liability	-5,670.00
12.5300 · Notes Payable non-current	
12.5310 · USDA Loan	12,734,509.79
12.5320 · GEFA Loan Payable 2013	97,770.13
12.5330 · GEFA Loan Payable 2014	883,330.89
Total 12.5300 · Notes Payable non-current	13,715,610.81
12.9000 · Deferred Inflows of Resources	
12.9300 · Deferd Inflows of Resrs-Pension	8,992.00
Total 12.9000 · Deferred Inflows of Resources	8,992.00
Total Long Term Liabilities	13,718,932.81
Total Liabilities	13,751,669.11
Equity	
13.2400 · Contributed Capital-USDA	1,907,000.00
13.3700 · Retained Earnings	-2,395,387.14
13.3790 · Prior Period Adjustment	13,956.25
13.3791 · PPA-Change in Accounting Method	-46,757.57
13.3792 · PPA-Change in Acctg Principle	-114,216.00
Net Income	141,066.07
Total Equity	-494,338.39
TOTAL LIABILITIES & EQUITY	13,257,330.72

Sinclair Water Authority
Profit & Loss Budget Performance 2020
 January through October 2020

Accrual Basis

	<u>Jan - Oct 20</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense				
Income				
34.4200 · Water sales				
34.4210 · Water sales - Baldwin	918,761.17	906,042.40	101.4%	1,087,250.88
34.4220 · Water sales - Putnam	765,797.29	779,418.30	98.25%	935,301.96
Total 34.4200 · Water sales	<u>1,684,558.46</u>	<u>1,685,460.70</u>	<u>99.95%</u>	<u>2,022,552.84</u>
36.1000 · Interest Earned	5,048.11	15,000.00	33.65%	18,000.00
Total Income	<u>1,689,606.57</u>	<u>1,700,460.70</u>	<u>99.36%</u>	<u>2,040,552.84</u>
Gross Profit	1,689,606.57	1,700,460.70	99.36%	2,040,552.84
Expense				
51 · Pers Serv & Benefits				
51.1000 · Salaries and wages				
51.1100 · Salaries & Wages-Regular	261,387.07	266,144.16	98.21%	319,373.00
51.1400 · Salaries & Wages - Other	20,038.29	26,195.82	76.49%	31,435.00
Total 51.1000 · Salaries and wages	<u>281,425.36</u>	<u>292,339.98</u>	<u>96.27%</u>	<u>350,808.00</u>
51.2000 · Employee Benefits				
51.2100 · Group Health Insurance	55,165.70	60,833.32	90.68%	73,000.00
51.2120 · BCBS-Dental	3,566.53	2,508.32	142.19%	3,010.00
51.2130 · BCBS-Vision	598.77	348.32	171.9%	418.00
51.2200 · Social Security (FICA)	16,516.40	18,125.00	91.13%	21,750.00
51.2300 · Medicare	3,862.75	4,239.16	91.12%	5,087.00
51.2400 · Retirement Plan Base Contr	4,586.87	4,586.66	100.01%	5,504.00
51.2450 · Retirement Plan Match	6,577.27	6,880.00	95.6%	8,256.00
51.2460 · Pension Plan	6,729.00	5,416.66	124.23%	6,500.00
51.2700 · Workers' Compensation	-2,415.00	16,666.66	-14.49%	20,000.00
51.2900 · Group Life Insurance	2,541.85	2,750.00	92.43%	3,300.00
51.2950 · Other Employee Benefits	0.00	250.00	0.0%	300.00
Total 51.2000 · Employee Benefits	<u>97,730.14</u>	<u>122,604.10</u>	<u>79.71%</u>	<u>147,125.00</u>
Total 51 · Pers Serv & Benefits	<u>379,155.50</u>	<u>414,944.08</u>	<u>91.38%</u>	<u>497,933.00</u>
52 · Services				
52.1000 · Professional & technical				
52.1200 · Professional services				
52.1210 · Legal Fees	775.50	916.66	84.6%	1,100.00

	<u>Jan - Oct 20</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
52.1220 · Accounting Services	5,660.32	21,333.32	26.53%	25,600.00
Total 52.1200 · Professional services	6,435.82	22,249.98	28.93%	26,700.00
52.1300 · Technical services				
52.1310 · Engineering	2,450.00	6,250.00	39.2%	7,500.00
52.1320 · Computer Services	1,951.76	1,750.00	111.53%	2,100.00
52.1330 · Laboratory Testing	25,986.81	22,083.32	117.68%	26,500.00
52.1340 · Payroll Processing	2,013.35	2,166.66	92.92%	2,600.00
Total 52.1300 · Technical services	32,401.92	32,249.98	100.47%	38,700.00
Total 52.1000 · Professional & technical	38,837.74	54,499.96	71.26%	65,400.00
52.2000 · Property services				
52.2150 · Alum Sludge Disposal	40,823.63	9,166.66	445.35%	11,000.00
52.2210 · Building Maintenance	23,307.56	16,666.66	139.85%	20,000.00
52.2220 · Equipment Maintenance	53,721.81	43,333.32	123.97%	52,000.00
52.2230 · Automobile Expense	286.58	833.32	34.39%	1,000.00
52.2700 · Membrane Maintenance Services	0.00	16,065.00	0.0%	19,278.00
Total 52.2000 · Property services	118,139.58	86,064.96	137.27%	103,278.00
52.3000 · Other services				
52.3100 · Insurance Expense	25,642.00	22,916.66	111.89%	27,500.00
52.3200 · Telephone (communications)	3,375.94	3,541.66	95.32%	4,250.00
52.3300 · Advertising	148.00	625.00	23.68%	750.00
52.3500 · Travel Expense	2,072.11	3,333.32	62.16%	4,000.00
52.3600 · Dues and fees	657.00	333.32	197.11%	400.00
52.3700 · Education Training	836.00	3,250.00	25.72%	3,900.00
52.3850 · Contract Labor	3,750.00	2,640.82	142.0%	3,169.00
Total 52.3000 · Other services	36,481.05	36,640.78	99.56%	43,969.00
Total 52 · Services	193,458.37	177,205.70	109.17%	212,647.00
53 · Supplies				
53.1100 · Office Supplies	3,546.51	4,166.66	85.12%	5,000.00
53.1135 · Chemicals	231,538.90	200,994.16	115.2%	241,193.00
53.1140 · Laboratory Supplies	16,228.09	17,500.00	92.73%	21,000.00
53.1150 · Safety Items	2,241.57	1,166.66	192.14%	1,400.00
53.1200 · Utilities / Energy	129,789.73	140,000.00	92.71%	168,000.00
53.1220 · Raw Water Withdrawal	52,679.74	41,666.66	126.43%	50,000.00
53.1270 · Gasoline	698.26	1,666.66	41.9%	2,000.00
53.1710 · Uniforms	493.04	1,020.82	48.3%	1,225.00
Total 53 · Supplies	437,215.84	408,181.62	107.11%	489,818.00

	<u>Jan - Oct 20</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
66700 · Professional Fees	0.00			
Total Expense	<u>1,009,829.71</u>	<u>1,000,331.40</u>	<u>100.95%</u>	<u>1,200,398.00</u>
Net Ordinary Income	<u>679,776.86</u>	<u>700,129.30</u>	<u>97.09%</u>	<u>840,154.84</u>
Other Income/Expense				
Other Expense				
56 · Depreciation & amortization				
56.1000 · Depreciation Expense	0.00			
56.1500 · Membrane Replacement Contract	0.00	101,250.00	0.0%	121,500.00
Total 56 · Depreciation & amortization	<u>0.00</u>	<u>101,250.00</u>	<u>0.0%</u>	<u>121,500.00</u>
58 · Debt service				
58.1330 · GEFA Loan #1 Principal	0.00	5,250.00	0.0%	6,300.00
58.1340 · GEFA Loan #2 Principal	0.00	36,916.66	0.0%	44,300.00
58.2310 · GEFA Loan #1 Interest Expense	1,060.45	1,750.00	60.6%	2,100.00
58.2320 · GEFA Loan #2 Interest Expense	10,350.78	17,083.32	60.59%	20,500.00
58.2350 · Series 2019 Interest	527,299.56	537,879.16	98.03%	645,455.00
Total 58 · Debt service	<u>538,710.79</u>	<u>598,879.14</u>	<u>89.95%</u>	<u>718,655.00</u>
Total Other Expense	<u>538,710.79</u>	<u>700,129.14</u>	<u>76.94%</u>	<u>840,155.00</u>
Net Other Income	<u>-538,710.79</u>	<u>-700,129.14</u>	<u>76.94%</u>	<u>-840,155.00</u>
Net Income	<u><u>141,066.07</u></u>	<u><u>0.16</u></u>	<u><u>88,166,293.75%</u></u>	<u><u>-0.16</u></u>