



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, March 18, 2019 ◊ 5:00 PM

Sinclair Water Plant

Opening

1. Call to Order
2. Public Participation

Minutes

- [3.](#) Approval of Minutes - January 28, 2019 Regular Meeting

Reports 1

- [4.](#) Manager's Report - Joey Witcher
 - a. Georgia Power Testing Schedule
 - b. SWA Arsenic Testing Results
 - c. Boat Quotes

Old Business

5. Bank Interest Rates Update
- [6.](#) Tree Removal Bids
- [7.](#) CLO2 Committee Meeting Update
8. Membrane Contract with SUEZ
9. Generator Grant Update

New Business

- [10.](#) EPWSA TTHM Level Inquiry Letter
- [11.](#) Discuss SWA Draft and Final Agenda Submission Schedule
- [12.](#) Proposed 2019 Meeting Calendar
13. Employee Insurance Opt Out Clause/Health Insurance Committee Update

Reports II

- [14.](#) Plant Production Report
- [15.](#) Financial Reports

Closing

16. Next Meeting - May 20, 2019
17. Adjournment

Item Attachment Documents:

3. Approval of Minutes - January 28, 2019 Regular Meeting



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, January 28, 2019 ♦ 5:00 PM

Sinclair Water Plant

The Sinclair Water Authority met on Monday, January 28, 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

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

2. Public Participation

Putnam BOC Chairman Billy Webster formally let the SWA board members know that he declined to serve on the board and that Commissioner Addison volunteered to serve so he is pleased to offer him as substitute. He further advised that he plans to stay engaged but will not be able to attend every meeting.

Chairman Minton introduced Lynn Butterworth as the new clerk for the Sinclair Water Authority.

Minutes

3. Approval of Minutes - November 19, 2018

Motion to approve the November 19, 2018 Minutes.

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

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

Reports 1

4. Manager's Report - Joey Witcher

Plant Manager Joey Witcher reported the following:

- The CLO2 is currently off line to allow each system to monitor for TTHMs without it to determine its necessity in the cold weather months. SWA staff is in favor of feeding it year-round due to the other benefits in taste and odor control as well as its superior ability to treat Iron and Manganese. Before shutting it down the staff had multiple stoppages in feed at night which caused gaps in the feed, some of which were multiple hours long. Anytime the machine senses a loss in vacuum or flow it shuts down and the generator stays off until the next day when the next shift shows up so that there are two people at the plant. Sometimes it's all night meaning close to half the water treated that day is not treated with CLO2. If SWA had two people per shift this would not be an issue as someone could go to the intake when they get an alarm and reset the generator. Mr. Alex Wiseman presented a DBP Evaluation-Comparison of Alternatives and he and Plant Manager Witcher recommend alternative #5, a Purate System with Bulk Chemical Supply at \$151,000. The Board asked for a manufacturer's rep to look at the system and see if adjustments can be made.

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

- A membrane replacement plan proposal from Suez was presented. It is a guaranteed price for a ten-year period. Plant Manager Witcher asked the board to think about the proposal. The Board asked Plant Manager Witcher to have the attorney look over the proposal for the next meeting.

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

- Georgia Power Discharge - Several members of the SWA Board and Commissioners from both Baldwin and Putnam Counties attended tours of the Georgia Power dewatering facility earlier this month. The facility is, for all intents and purposes, a drinking water treatment plant which uses a filtration ballast, either sand or magnetite, in the sedimentation process. Properly operated, monitored and maintained it should be able to remove the contaminants listed on the Georgia Power dewatering plan **provided** the pond water is in the proper condition. Georgia Power personnel explained the schedule of monitoring and some tour attendees had concerns about the time from collection to the results being available to the public. It is possible that results could be more than a month old before the public could see them. Plant Manager Witcher advised that we may need to do our own testing and provided a quote. The Board asked him to check with Georgia Power officials and see how often they will be testing and if results will be shared with SWA.

- Arsenic testing has been done for two years without seeing any. Does the board wish to continue testing? The board advised to keep doing what has been done in the past until Georgia Power's intentions can be confirmed.
- Algae issues - a boat is needed to continue algae treatments. A quote was received to purchase a new boat for \$12,000 and an email from Mark Gatlin was distributed. The board requested additional quotes to include new and used boats.
(Copy of email made a part of the minutes.)
- Generator Grant Application - Mr. Alex Wiseman distributed information on the GEMA Hazard Mitigation Grant Program to help in obtaining a backup generator. Motion to instruct Carter & Sloope to authorize the pre-application.

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

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

(Copy of grant program information made a part of the minutes.)

- Bank CD's update - an email was received from Exchange Bank with current CD rates and information for a new CD. Motion to authorize Plant Manager Witcher to issue an RFP for CD rates.

Motion made by Member Waddell, Seconded by Member Van Haute

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

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

Old Business

5. Trees on the Spurgeon/Intake property

Plant Manager Witcher advised that he received quotes from Precision Tree Service for \$3800.00 and Kennedy and Sons for \$1500.00 to cut down a path to the shoreline through the woods to the leaning trees for access to haul off. Member Van Haute requested that he contact at least one other vendor for price comparison.

Motion to authorize Plant Manager Witcher to proceed with the lowest quote for tree removal on the Spurgeon/Intake property.

Motion made by Member Waddell, Seconded by Member Hall.

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

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

6. Committee Report on Intake Improvements

No discussion or action.

New Business

7. Proposed Legislation of Board-Sect 6 HB398; The Act that created SWA
Chairperson Minton distributed a handout with a change to the Local Legislation creating the Sinclair Water Authority. She would like this sent to Baldwin and Putnam counties for comments.

Motion to approve submitting the Local Legislation change request to Baldwin and Putnam counties.

Motion made by Member Hall, Seconded by Member Addison.

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

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

8. Proposal from Alex Wiseman of Carter & Sloope on the execution of the Generator Grant Application

This item was discussed during the Plant Manager's report.

Reports II

9. Plant Production Reports

Chairperson Minton advised that the Plant Production reports were in the meeting package to review. No action was taken.

10. Financial Reports

Chairperson Minton advised that the Financial reports were in the meeting package to review. No action was taken.

Health Care & Benefits Committee Meeting Date:

Member Van Haute advised that she met with Jonathan Shaw of ShawHankins and he will review the Health Care and Benefits information. She and Chairperson Minton will meet to discuss after his review. No action was taken.

Closing

11. Next Meeting - March 18, 2019

Chairperson Minton advised that the next meeting is scheduled for March 18, 2019 at 5:00 p.m.

12. Adjournment

Motion to adjourn the meeting.

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

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

Meeting adjourned at approximately 6:23 p.m.

ATTEST:

Lynn Butterworth
Clerk

Joan Minton
Chairperson

Item Attachment Documents:

4. Manager's Report - Joey Witcher
 - a. Georgia Power Testing Schedule
 - b. SWA Arsenic Testing Results
 - c. Boat Quotes

Greg Tyson of GA Power response to sampling schedule:

Thank you for your question about our water sampling and reporting. We are providing the following information to outline the normal timeframe for reporting the monitoring data to EPD and posting on the Georgia Power website. Our NPDES permit does not contain specific limits for arsenic, but we are providing information to clarify the permit exceedances or conditions that would require an immediate (within 24 hours) notification to the EPD.

Please let me know if you have additional questions.

Greg

- Data reporting schedule from the end of the month (the reporting period):
 - 15 days – monitoring data submitted to EPD
 - 15 days – monitoring data sent to Tetra Tech for review and web report development
 - 30 days – monitoring data is posted to Georgia Power website.
- Per the Dewatering Plan approved by EPD, our effluent will be monitored for 24 different parameters on a weekly basis, and the lake will be monitored for 22 parameters twice a month. Arsenic is one of the parameters we monitor at the effluent and in the lake.
- Our NPDES permit and associated Dewatering Plan provides specific limits for Total Suspended Solids (TSS), Oil and Grease (O&G), and pH. Exceedance of these permit limits for TSS, O&G, or pH requires immediate (within 24 hours) notification to EPD.
- We also utilize a continuous effluent monitoring system for pH, turbidity and total residual chlorine that will immediately and automatically recirculate if those parameters exceed effluent quality standards.
- An exceedance of an effluent quality standard and a failure of the automatic recirculation system requires immediate (within 24 hours) notification to EPD, and the implementation of a corrective action plan.
- Our monthly monitoring results will be posted on our website for public access

2017 ARSENIC TESTING RESULTS

Week #	Collection Date	Analysis Date	Result	Report #
28	6/26/2017	7/14/2017	0.0	391843
29	7/3/2017	7/19/2017	0.0	392477
30	7/10/2017	7/21/2017	0.0	392806
31	7/17/2017	7/28/2017	0.0	393280
32	7/24/2017	8/7/2017	0.0	393942
33	7/31/2017	8/8/2017	0.0	394420
34	8/7/2017	8/17/2017	0.0	395336
35	8/14/2017	8/24/2017	0.0	395803
36	8/21/2017	8/31/2017	0.0	396341
37	8/28/2017	9/7/2017	0.0	396909
38	9/5/2017	9/15/2017	0.0	397658
39	9/13/2017	9/15/2017	0.0	398217
40	9/18/2017	9/29/2017	0.0	398427
41	9/25/2017	10/3/2017	0.0	399108
42	10/2/2017	10/12/2017	0.0	399655
43	10/10/2017	10/20/2017	0.0	400353
44	10/16/2017	10/25/2017	0.0	400786
45	10/23/2017	10/31/2017	0.0	401287
46	10/30/2017	11/10/2017	0.0	401712
47	11/6/2017	11/15/2017	0.0	402280
48	11/14/2017	11/29/2017	0.0	403222
49	11/20/2017	11/29/2017	0.0	403380
50	11/27/201	12/6/2017	0.0	403646
51	12/11/2017	12/13/2017	0.0	404773
52	12/18/2017	12/29/2017	0.0	405243

2018 ARSENIC TESTING RESULTS

Week #	Collection Date	Analysis Date	Result	Report #
1	1/2/2018	1/11/2018	0.0	405951
2	1/8/2018	1/17/2018	0.0	406297
3	1/16/2018	1/26/2018	0.0	407095
4	1/22/2018	1/31/2018	0.0	407216
5	1/29/2018	2/6/2018	0.0	407728
7	2/13/2018	2/20/2018	0.0	408961
8	2/19/2018	2/28/2018	0.0	409351
9	2/26/2018	3/4/2018	0.0	409879
10	3/5/2018	3/20/2018	0.0	410338
11	3/12/2018	3/20/2018	0.0	410910
12	3/19/2018	3/30/2018	0.0	411427
13	3/26/2018	3/30/2018	0.0	412032
14	4/3/2018	4/10/2018	0.0	412901
15	4/9/2018	4/18/2018	0.0	413436
16	4/16/2018	4/26/2018	0.0	414185
17	4/23/2018	5/3/2018	0.0	414732
18	4/30/2018	5/9/2018	0.0	415464
19	5/7/2018	5/17/2018	0.0	416224
20	5/14/2018	5/24/2018	0.0	416709
21	5/21/2018	6/1/2018	0.0	417380
22	5/29/2018	6/4/2018	0.0	417859
23	6/4/2018	6/11/2018	0.0	418448
24	6/11/2018	6/20/2018	0.0	419160
25	6/18/2018	6/26/2018	0.0	419882
25	6/25/2018	6/20/2018	0.0	419160
26	7/2/2018	7/17/2018	0.0	421446
27	7/9/2018	7/18/2018	0.0	421977
28	7/16/2018	7/26/2018	0.0	422997
29	7/23/2018	8/1/2018	0.0	423637
30	7/30/2018	8/14/2018	0.0	424501
31	8/6/2018	8/8/2018	0.0	425134
32	8/13/2018	8/27/2018	0.0	426072
33	8/20/2018	9/6/2018	0.0	427116
34	8/27/2018	9/6/2018	0.0	427905
35	9/4/2018	9/19/2018	0.0	428795
36	9/10/2018	9/20/2018	1.0	429279
37	9/17/2018	10/2/2018	0.0	430104
38	9/24/2018	10/5/2018	0.0	430998
39	10/1/2018	10/15/2018	0.0	431695
40	10/9/2018	10/15/2018	0.0	432747
41	10/15/2018	10/24/2018	0.0	433434

Week #	Collection Date	Analysis Date	Result	Report #
42	10/22/2018	11/1/2018	0.0	434166
43	10/30/2018	11/7/2018	0.0	434537
44	11/5/2018	11/15/2018	0.0	435453
45	11/13/2018	11/27/2018	0.0	436055
46	11/19/2018	11/30/2018	0.0	436808
47	11/26/2018	12/11/2018	0.0	437372
48	12/3/2018	12/18/2018	0.0	437963
50	12/17/2018	1/3/2019	0.0	439319
51	12/26/2018	1/9/2019	0.0	439637
52	12/31/2018	1/9/2019	0.0	439835



815 Harmony Road
Eatonton, Georgia 31024
Tel: 706-485-4063 • Fax: 706-485-2212

TO NAME	<i>Sinclair Water Authority</i>	HOME PHONE
ADDRESS		WORK PHONE
CITY, STATE, ZIP		CELL PHONE

*Used Carolina Skiff w/ 40 Johnson Jet
2002 16 DLX*

HIN EKHE3773D202

New Boat Sales
Engine Sales & Service
Paddle Boats

RV & Boat Storage
Consignment Boat Sales
Tahoe Pontoons



815 Harmony Road • Eatonton, GA 31024
Tel: (706) 485-4063 • Fax: (706) 485-2212



LUKE GREENWELL

BY: *Luke*

DATE: *3/12/19*

SUB TOTAL

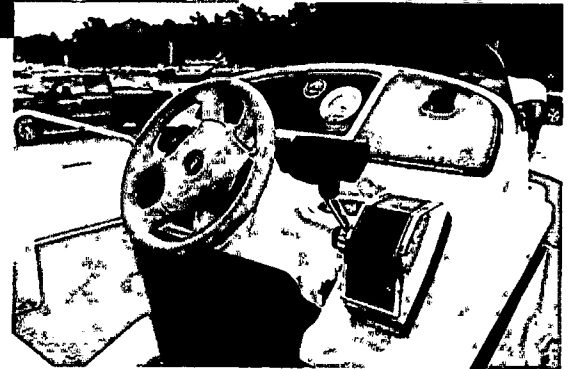
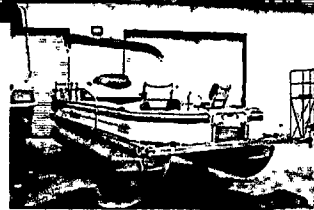
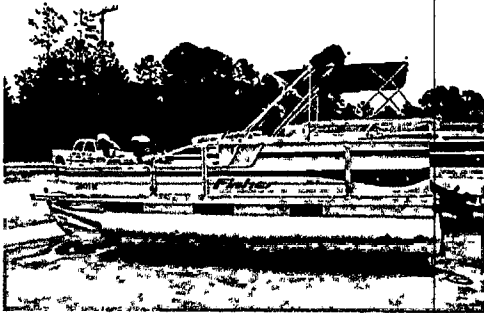
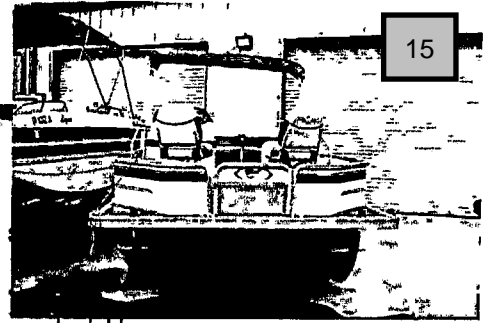
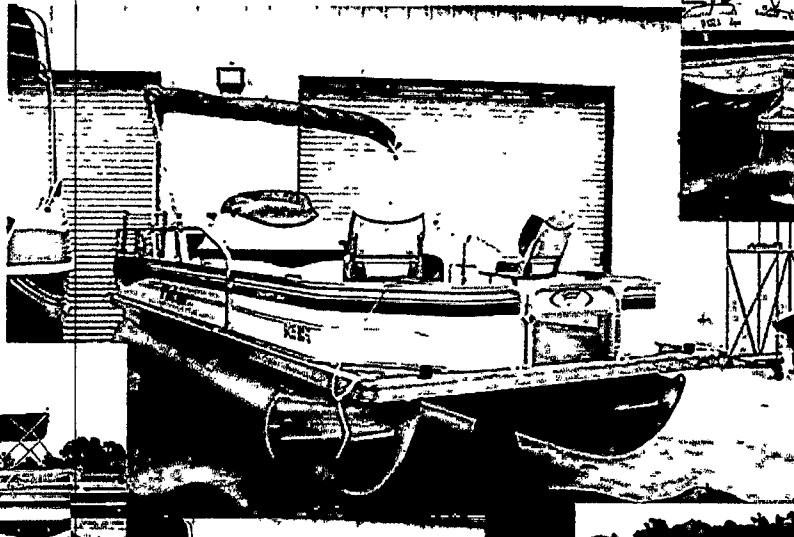
SALES TAX

TOTAL

4500.00

THANK YOU!!

2004 Fisher Liberty 180 (\$7,500)



Engine type: 2 stroke

Horse Power:40

Hull Material: aluminum

Beam: 8'1"

Length: 18'

Net Weight (LBS): 1660



The Price of the Fisher Liberty is \$7,500 this doesn't come with a trailer but can be delivered! The Fisher Liberty does come with a 45-day warranty covers motor excludes operator error. This boat has been Serviced/ Lake Tested! "Will be detailed before it leaves the lot."

$7,500 * .08 = 600$ for taxes

$7,500 + 600 + 95(\text{registration}) = 8,195$

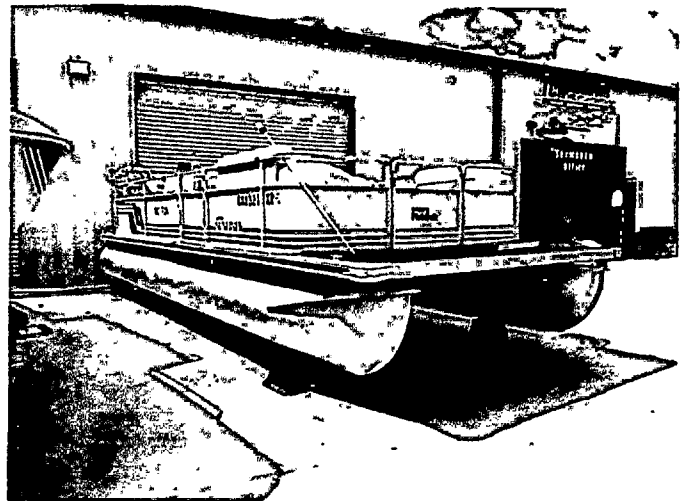
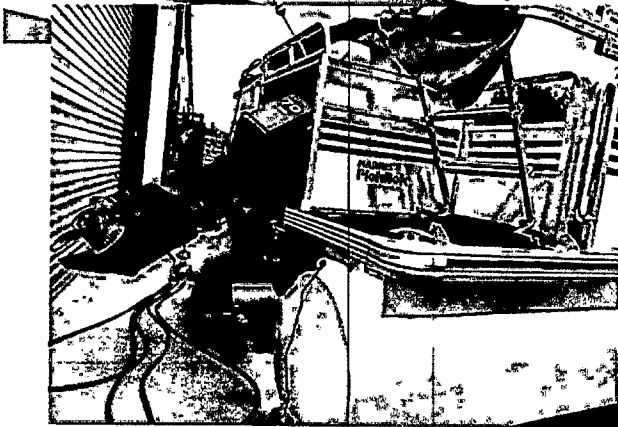
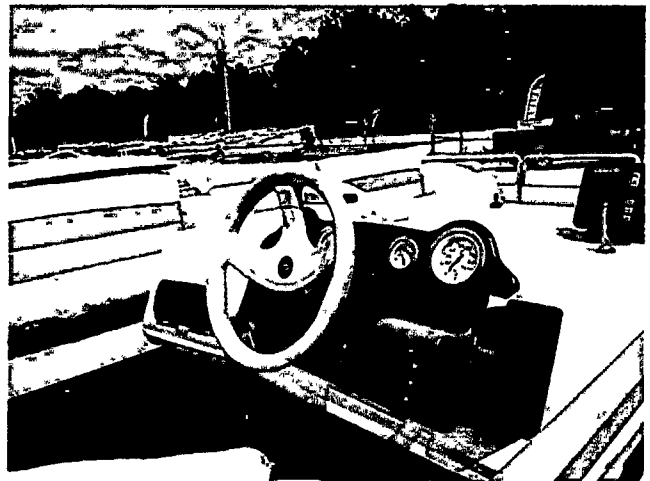
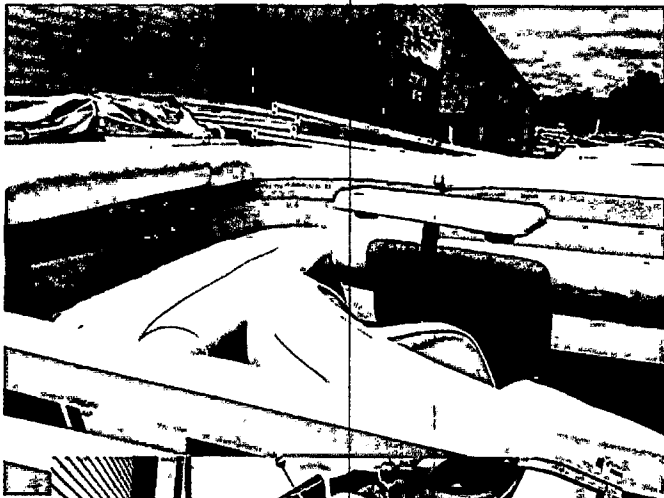
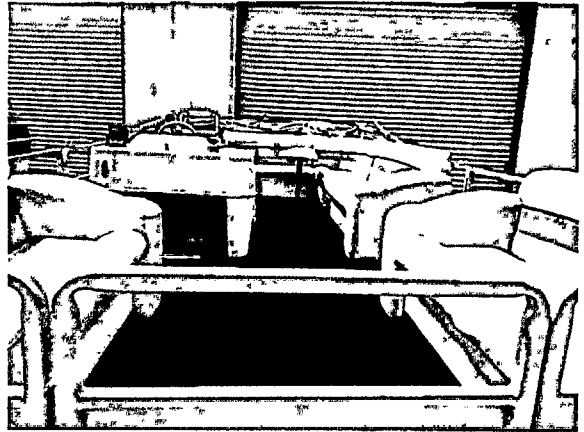
So, the fisher liberty out the door is \$8,195.00

We do have a trailer we can put with the liberty it is a tandem painted trailer with the wider base tires, goes for 2,000 plus taxes.

This pontoon will be a great fit as well just a little more luxury than the Mako!

1998 Harris Super Sunliner 20ft

7,900



The Price of the **Fisher Liberty** is 7,500 this does not include a trailer. But we can deliver it to you! The Fisher Liberty comes with a 45-day warranty which covers everything in the motor excludes operator error. This boat has been serviced and lake tested! The boat will be detailed before it leaves the lot. 7,500 out the door no taxes and registration!

The **Mako Pro 17Skiff** is a little on the high side of this budget bracket but it is a wonderful boat for what you will be using it for on the lake! Being there is no taxes or registration included in this deal the boat would be 15,900 with trailer out the door! This boat is a consignment boat so there is no warranty,

The **1998 Harris Super Sunliner** is going for 7,900, this boat has a lot of seating with a 70 hp Yamaha 2 stroke should be able to scoot right along on the water with comfort and a small plat form to do what it is you need to do on the lake. This boat is 20 ft long, This Harris is 7,900 out the door No taxes or registration.

Singleton Assets and Operations, LLC

Purchase Agreement

BUYER	PHONE	BUSINESS PHONE	CELL PHONE
ADDRESS	CITY	COUNTY	STATE ZIP
SALESMAN	EMAIL ADDRESS		DATE SOLD
DARRIN PHENIX - OCO			03/12/2019

In this Purchase Agreement ("Agreement") the words I, me and my refer to the Buyer and Co-Buyer signing this Agreement. The words you and your refer to the Retailer. Subject to the terms and conditions on both sides of this Agreement you agree to sell and I agree to purchase the following described unit(s).

COLOR	PROPOSED DELIVERY DATE	STOCK #	TRAILER STOCK #		
WHITE/TAN	03/12/2019	N31571A			
YEAR	MAKE	MODEL	SERIAL NO.	<input type="checkbox"/> NEW	\$
2008	HARRIS	200	HAMP6053H708	<input checked="" type="checkbox"/> USED	8,900.00
2008	HONDA	90 4 STROKE	BBCJ1005507	<input checked="" type="checkbox"/> USED	0.00
YEAR	MAKE	MODEL	SERIAL NO.	<input type="checkbox"/> NEW	\$
				<input type="checkbox"/> USED	

OPTIONAL EQUIPMENT AND ACCESSORIES	TOTAL PURCHASE ABOVE	\$
	TOTAL PURCHASE ABOVE	8,900.00
	OPTIONAL EQUIPMENT	0.00
	FREIGHT	0.00
	DEALER PREP	0.00
	SUBTOTAL	8,900.00
	TRADE-IN ALLOWANCE	0.00
		0.00
	NET SALE	8,900.00
	ADMINISTRATIVE FEES	0.00
	SUBTOTAL	8,900.00
		0.00
	TAX (if not included above)%	0.00
	COUNTY	
	TOTAL	8,900.00
	TRADE PAYOFF	0.00
	DEPOSIT	0.00
	EXTENDED SERVICE AGREE	0.00
	UNPAID BALANCE OF CASH SALE PRICE	8,900.00

OPTIONAL EQUIPMENT CARRIED FORWARD

WHEN THIS BOX IS CHECKED, I UNDERSTAND THAT THE UNIT(S) I AM BUYING FROM YOU DESCRIBED ABOVE IS BEING SOLD TO ME "AS IS" AND I ACCEPT THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THIS UNIT(S) AND THAT I DID USE MY OWN JUDGMENT AND INSPECTION.

DESCRIPTION OF TRADE IN			
BOAT (MAKE)	Yr.	Size	SN
MOTOR (Make)	Yr.	HP	SN
TRAILER (Make)	Yr.	Size	SN
Amt Owing	\$0.00	To Whom	

YOU AND I UNDERSTAND THAT THIS AGREEMENT IS SUBJECT TO NECESSARY CORRECTIONS AND ADJUSTMENTS CONCERNING CHANGES IN THE PAYOFF OF BY TRADE-IN TO BE MADE AT THE TIME OF SETTLEMENT.

I certify that I have read and fully understand the terms and conditions printed on the back and that they are a part of this Agreement the same as if they were printed above my signature. I am of legal age or have been legally emancipated. I certify that the optional equipment, accessories and insurance if any, has been voluntarily purchased by me. My trade-in is free from all liens or encumbrances whatsoever, except as I have indicated herein. You and I agree that if any paragraph or provisions should violate the law and/or is unenforceable, the rest of the Agreement will remain valid.

DO YOU WANT EXTENDED SERVICE CONTRACT? YES NO

TRADE-IN DEBT TO BE PAID BY RETAILER CUSTOMER

Singleton Assets and Operations, LLC

RETAILER

Not valid unless Signed by an Authorized Representative of the Company.

By: _____

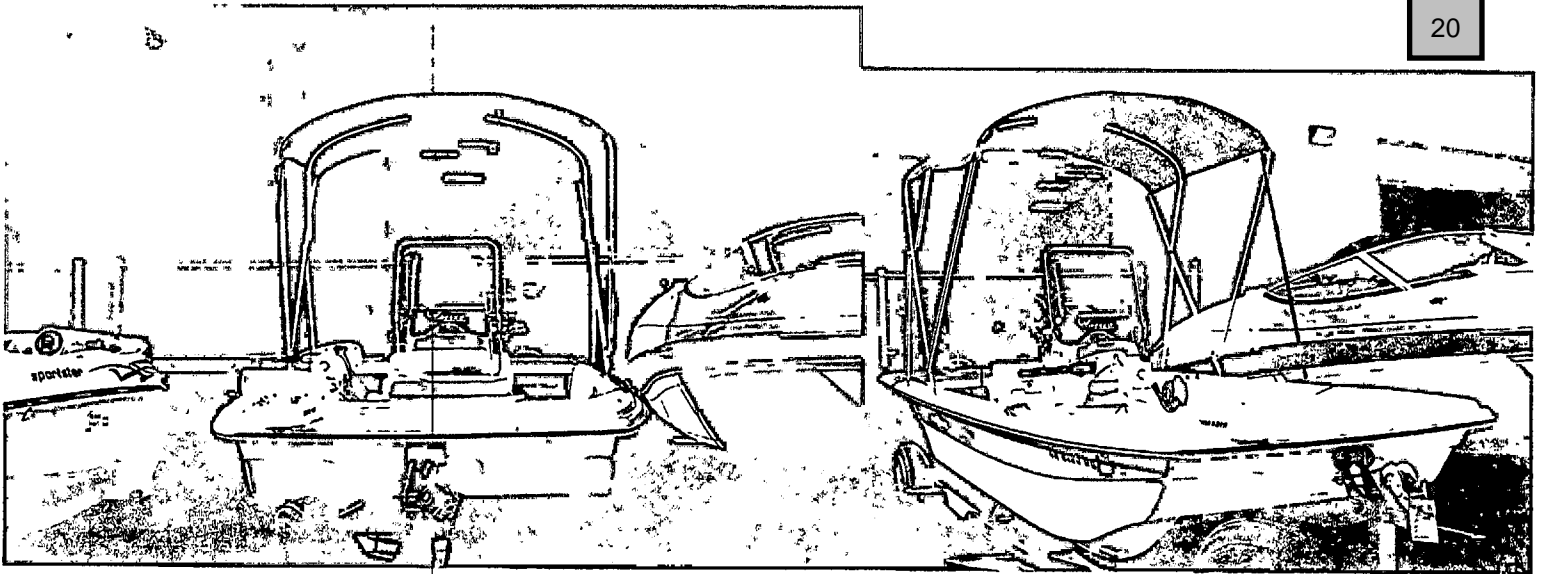
Approved, Subject to acceptance of financing by bank or finance company.

I HEAREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS AGREEMENT AND THAT I HAVE READ THE BACK OF THIS AGREEMENT.

I ALSO AGREE THAT THE BALANCE WILL BE PAID BY CASH, BANK WIRE, CERTIFIED CHECK, OR BY THE EXECUTION OF A RETAIL INSTALLMENT CONTRACT, OR A PROMISSORY NOTE AND ITS ACCEPTANCE BY A FINANCING SOURCE.

SIGNED X _____ BUYER

SIGNED X _____ BUYER



2016 Mako Pro II Skiff \$15,900

Length Overall

17' 4"
5.28 m

Beam

6' 8"
2.03 m

Dry Weight

950 lbs.
430 kg

Tested Weight

N/A

Draft

8"
.20 m

Deadrise/Transom

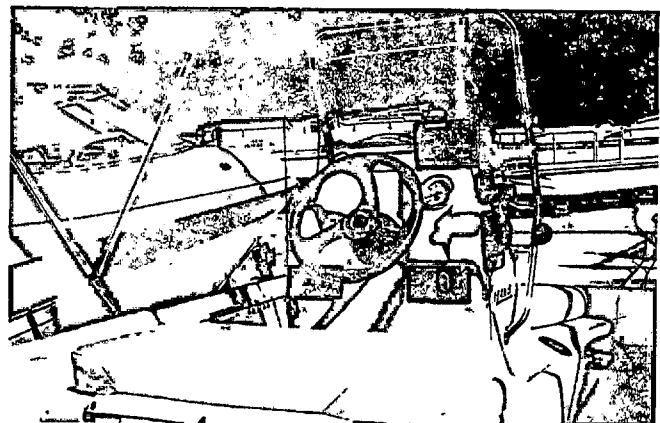
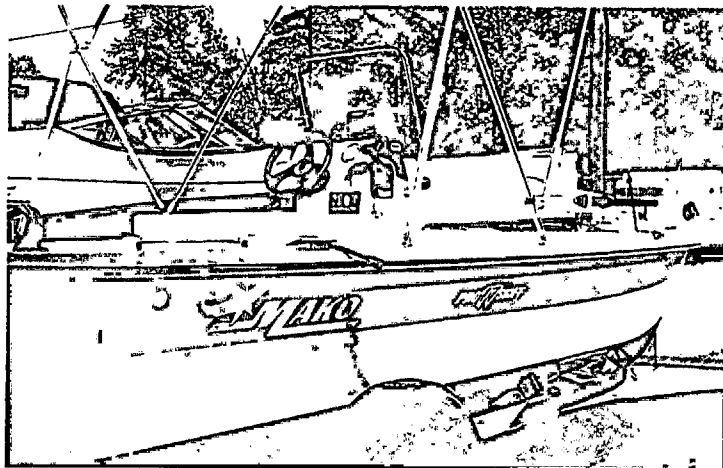
10-deg.

Max Headroom

open

Fuel Capacity

6 gal.
22 L



The Mako Pro 17 Skiff would be a great fit for what you will be doing on the lake. This boat is going for 15,900

$$15,900 * .08 = 1,272$$

$$15,900 + 1,272 + 95 (\text{registration}) = \$17,267$$

Out the door with the trailer included this boat however does not come with a warranty but we have serviced and lake tested this boat and it is ready to hit the water!

CUSTOMER QUOTE

22 12

To: SINCLAIR WATER AUTHORITY CU#: 1902142
 126 CAY DR
 MILLEDGEVILLE, GA 31061
 Phone: (706) 485-8993
 Email: NONE


Quote: 672247
 Date: 04 JAN 2019
 Stock #:
 Sales Person: JOSEPH D. TERRY
 Delivery Date:

STOCK ITEMS SOLD

- (B) 2019 TRACKER MARINE TRACKER 1648SC
- (M) Mercury Marine Mercury 25ELPT FourStroke
- (T) Trailstar Custom SA Trailer

*Valid through the end of
 March VET
 Mike Thornton
 3/11/2019*

Base Price:			10,735.00
Freight/Prep		970.00	11,705.00
Dealer Options	Quantity		
VIP	VIP DISCOUNT CARD	1.00	0.00
PDI	PREDELIVERY INSPECTION	1.00	0.00
Total List Price:			11,705.00
Deal Total:			11,705.00
Sales Price Before TTL:			11,705.00
Total Fees			-----
Doc Fee		50.00	11,755.00
		50.00	
Grand Total:			11,755.00

Mr. Witcher
 THIS IS A CORRECTED QUOTE.
 THANKS FOR TALKING WITH ME.


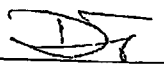
CUSTOMER ADVISED OF DESCRIPTION OF WARRANTY

<input type="checkbox"/> WHEN THIS BOX IS CHECKED, THE UNIT WHICH IS THE SUBJECT OF THIS CONTRACT IS BEING SOLD ON AN "AS IS" BASIS, THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THIS UNIT IS WITH THE PURCHASER	<input type="checkbox"/> WHEN THIS BOX IS CHECKED, THE UNIT HAS A 0% COSMETIC WARRANTY
---	--

METHOD OF PAYMENT C OSF Finance

I WOULD LIKE MORE INFORMATION ON CREDIT INSURANCE

have read the terms and conditions that accompany this agreement and accept all such terms and conditions and agree to be bound by same.

MANAGER APPROVAL  DATE 1-4-18

CUSTOMER APPROVAL _____ DATE _____

This agreement is not final and binding on Seller unless approved and signed by a manager of Seller.



Sinclair Marina

Order Acknowledgement and Agreement of Sale

NEW CU# 23
USED QUOTE #
REVISED WO#

DATE 3/1/2019 SOLD TO SINCLAIR WATER AUTHORITY CONTACT JOEY WIT

REP. ADDRESS COUNTY

SOURCE CITY STATE ZIP

EMAIL BPS REWARDS # DL#

STOCK #B SERIAL# HOME PHONE #

STOCK #M SERIAL# WORK PHONE #

STOCK #T SERIAL# CELL/PAGER # (678) 544-6864 PRICE

YEAR 2014 MAKE GRIZZLEY MODEL 1648 SC COLOR GRN \$ 9,795.00

YEAR MAKE ENGINE: YES NO MODEL/HP

YEAR MAKE TRAILER YES NO EXCHANGE GALV. YES NO

NO B1 B2 DUAL/AXLE YES NO

STATE DELIVERY? Price Subtotal \$ 9,795.00

Table with columns: PART #, OPTION PRICE, HR, LABOR \$ NON-TAXABLE. Rows show various options with prices of \$0.00.

Summary table with columns: DELIVERY FEE (\$0.00), TOTALS FROM PAGE 3, EQUIPMENT/LABOR TOTAL (\$0.00).

DELIVERY INSTRUCTIONS: TO SCHEDULE PICK-UP: CALL AT PROPOSED PICK-UP/OR DELIVERY: DATE: TIME: DEPOSIT INFORMATION: Deposits are nonrefundable. CASH CHECK CC V-CODE EXP

FINANCE INFO TRADE INFO

Summary table: SUBTOTAL = \$ 9,795.00, FREIGHT + \$ 675.00, RIGGING + \$ 295.00, EXTENDED SERVICE AGREEMENT +, TAXABLE SUBTOTAL = \$ 10,765.00, TRADE IN ALLOWANCE -, SALES TAX + \$ 753.55, SUBTOTAL = \$ 11,518.55, NON-TAXABLE/LABOR + \$ 0.00, DOCUMENT FEES + \$ 299.00, TOTAL = \$ 11,817.55, DOWN PAYMENT -, TRADE PAYOFF +, AMOUNT FINANCED OR BALANCE DUE = \$ 11,817.55

COMMENTS / RIGGING INFORMATION: All manufacturer discounts, promos, and coupons have been accounted for in the boat package pricing.

CUSTOMER ADVISED OF ACCEPTABLE FORM OF PAYMENT: FINANCE CASHIERS CHECK - MADE PAYABLE TO: Sinclair Marina NO PERSONAL CHECKS -Tax 253.55 11,069.00

CUSTOMER ADVISED OF DESCRIPTION OF WARRANTY WHEN THIS BOX IS CHECKED, THE UNIT WHICH IS THE SUBJECT OF THIS CONTRACT IS BEING SOLD ON AN "AS IS" BASIS, THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THIS UNIT IS WITH THE PURCHASER.

I have read the terms and conditions on the back of this agreement, if any, and accept all such terms and conditions and agree to be bound by same. CUSTOMER APPROVAL

SALES MGR APPROVAL BUSINESS MGR APPROVAL

This agreement is not final and binding on Seller unless approved and signed by a manager of Seller.



Sinclair Marina

Order Acknowledgement and Agreement of Sale

NEW USED REVISED CU# QUOTE# WO#

24

DATE 3/1/2019 SOLD TO SINCLAIR WATER AUTHORITY CONTACT JOEY W... REP. ADDRESS COUNTY SOURCE CITY STATE ZIP EMAIL BPS REWARDS# DL#

STOCK #B SERIAL# HOME PHONE # STOCK #M SERIAL# WORK PHONE #

STOCK #F SERIAL# CELL/PAGER # (678) 544-6864 YEAR 2019 MAKE MAKO MODEL PRO SKIFF 15 COLOR WHITE PRICE \$ 14,995.00

Table with columns: OPTIONS, DESCRIPTIONS, PART #, OPTION PRICE, HR, LABOR \$ NON-TAXABLE. Includes rows for delivery fee, totals, and equipment/labor total.

DELIVERY INSTRUCTIONS: TO SCHEDULE PICK-UP: CALL AT PROPOSED PICK-UP/OR DELIVERY: DATE: TIME: DEPOSIT INFORMATION: Deposits are nonrefundable. CASH CHECK CC # V-CODE EXP

FINANCE INFO TRADE INFO

SUBTOTAL = \$ 14,995.00 FREIGHT + \$ 675.00 RIGGING + \$ 375.00 EXTENDED SERVICE AGREEMENT + TAXABLE SUBTOTAL = \$ 16,045.00 TRADE IN ALLOWANCE - SALES TAX + \$ 1,123.15 SUBTOTAL = \$ 17,168.15 NON-TAXABLE/LABOR + \$ 0.00 DOCUMENT FEES + \$ 299.00 TOTAL = \$ 17,467.15 DOWN PAYMENT - TRADE PAYOFF + AMOUNT FINANCED OR BALANCE DUE = \$ 17,467.15

COMMENTS / RIGGING INFORMATION: All manufacturer discounts, promos, and coupons have been accounted for in the boat package pricing.

CUSTOMER ADVISED OF ACCEPTABLE FORM OF PAYMENT FINANCE CASHIERS CHECK - \$ 16,344.00 MADE PAYABLE TO: Sinclair Marina NO PERSONAL CHECKS

CUSTOMER ADVISED OF DESCRIPTION OF WARRANTY WHEN THIS BOX IS CHECKED, THE UNIT WHICH IS THE SUBJECT OF THIS CONTRACT IS BEING SOLD ON AN "AS IS" BASIS...

I have read the terms and conditions on the back of this agreement, if any, and accept all such terms and conditions and agree to be bound by same. CUSTOMER APPROVAL

SALES MGR APPROVAL BUSINESS MGR APPROVAL

This agreement is not final and binding on Seller unless approved and signed by a manager of Seller. Rev 01.22.2019.02

Twin Bridges Landing

478-968-0713

War Eagle 648

Center console included

Treadplate floor included

OD Green Color

Nav lights included

Road King galvanized trailer included

Mercury 40 ELPT 4S included

\$12,500.00 no tax

6. Tree Removal Bids

Request for Pricing

Sinclair Water Authority

126 cay drive Milledgeville, GA 31061

The Sinclair Water authority is requesting pricing to remove 4 trees from its property located at 111 Spurgeon Drive. Milledgeville GA.

Scope,

Gain access to and remove 4 trees located on the edge of the property on the water line, marked with orange ribbon, which are leaning towards the adjacent property owner's dock and sea wall.

1. Remove all 4 trees,
2. Clear only the amount of debris necessary to gain access to the trees.
3. Pile all limbs and cleared debris in the area cleared to get to the trees, within the wood line away from the water.

All pricing is due by 12:00pm Friday February 8, 2019. Pricing can be emailed to sinclairwaterauthority@gmail.com, mailed to Joey Witcher 126 Cay Drive SE Milledgeville, GA 31061 or hand delivered to 126 Cay drive Milledgeville, GA 31061.

Submitted pricing will be opened at 12:00pm February 8, 2019.

Sinclair Water authority reserves the right to reject any or all Pricing and to award in the best interest of Sinclair Water Authority based upon all factors considered.



SWA Admin <sinclairwaterauthority@gmail.com>

Tree work

1 message

Joey Witcher <j.witcher@sinclairwaterauthority.com>

Fri, Feb 8, 2019 at 5:54 PM

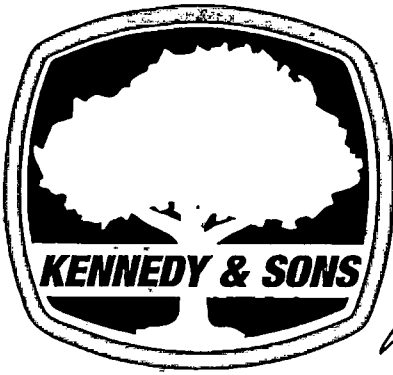
To: Joan Minton <joanminton1@bellsouth.net>, Donna Van Haute <dvanhaute@epwsa.com>, Sammy Hall <shall@baldwincountyga.com>, DAVID WADDELL <dwaddell420@yahoo.com>, Trevor Addison <trevor@trevoraddison.com>, SWA Admin <sinclairwaterauthority@gmail.com>

Board Members,

FYI

I called Kennedy and Precision and explained to them that we needed a third price so I wrote a RFP and had them all submit updated prices today. Precision submitted their original price of 3800. Kennedy submitted the same price of 1500. Mike Sasser submitted a price of 1200. Kennedy was the only one present when I opened them. I informed Mike today and he plans to start on it next week.

Thanks



ESTIMATE

Adam Kennedy
 110 Bob White Circle
 Milledgeville, Ga.
 31061

KENNEDY & SONS
TREE SERVICE
478-453-8733

Customer Information

Name: Sinclair Water Authority
 Address: 126 Caye Drive
 City/ST/Zip: Eatonville
 Telephone: Joey (678) 544-6864
 Email:

Date: 2/8/19
 Estimate No:
 Notes: Complete job within (3) months of Trading

DESCRIPTION		
Job site: 111 Spurgeon Dr Eatonville, Ga.		
Cut and remove (4) leaning (marked) trees at edge of water		
PLUS Trees for access		\$1,500 ⁰⁰
# OF TREES TO BE CUT		
# OF TREES TO BE REMOVED		
# OF STUMPS TO BE GROUND		
# OF STUMPS TO BE CLEANED UP		

Jerry (478) 454-7040

THANK YOU FOR THIS OPPORTUNITY

Total Estimate \$1,500⁰⁰

Tree Removal Estimates for Intake Shoreline

Precision Tree Service - \$3800.00

This price includes the cost to cut down a path to shoreline through the woods to the leaning trees for access to haul off.

Kennedy and Sons- \$1500.00

This price includes the cost to cut down a path to shoreline through the woods to the leaning trees for access to haul off. Will take 3 months to get started after scheduling.

Both tree removal services require the ability to cut a path down to the shoreline through the woods on the left side of the intake while facing the lake. This will include the removal of multiple smaller trees and brush to provide a path for a truck or bobcat to transport cut wood from the shore to the road for pickup.

Mike Soren

478 986 7299

384137

Sasser's Tree Service

122 Woodland Acres
Eatonton, Georgia 31024
706-485-0902 or 478-414-6234 (Cell)

CUSTOMER'S ORDER NO.	DEPT.	DATE: 2-5-19
NAME: S.A.C.I.A.R Water		
ADDRESS: 126 CAY Dr.		
CITY, STATE, ZIP: Eatonton, Ga 31024		

SOLD BY:	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE RTD.	PAID OUT
----------	------	--------	--------	----------	-----------	----------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1			
2			
3	cut down of two		
4	Leaning pines at		800 00
5	water intake		
6			
7	cut down of two		
8	Leaning Elm Trees		
9	at water intake.		400 00
10			
11			
12			
13			
14			
15			1200 00

RECEIVED BY: *Mike Sasser*

Item Attachment Documents:

7. CLO2 Committee Meeting Update

Chlorine Dioxide System Improvements

- ◆ SWA Committee meeting held February 21, 2019 to select final alternative for implementation.
- ❖ Existing chlorine dioxide system to remain at the raw water pump station with improvements below.
- ❖ Chemical supply to continue with tote delivery to minimize on-site storage volumes, maintain chemical reactivity, and to minimize necessary site improvements.

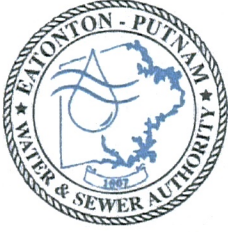
DESCRIPTION	COST
1. CHEMICAL DISPOSAL	\$15,000
Existing chemical inventory no longer suitable. SWA to transfer old Purate and Sulfuric Acid chemical inventory to totes for pick-up by third-party for disposal.	
2. CHEMICAL STORAGE	\$20,400
a. 2 totes per chemical (1 active + 1 storage). Each tote to be housed in enclosed polyethylene container with spill containment. Use 1 existing enclosure plus purchase 3 additional enclosures.	\$8,100
b. Install metal carport for container storage. 12'x21', 14-gauge galvanized steel framing, 29-gauge metal roofing, 6' leg spacing, 10' eave height, standard roof style, anchored to existing concrete drive.	\$1,300
c. Counties to provide electrical lighting fixtures and wiring underneath carport and will provide electrical power supply from existing building.	\$0
d. Purchase used forklift for tote unloading and handling. Forklift to be permanently housed at the pump station.	\$10,000
e. SWA/County personnel to install new chemical feed piping from totes to CLO2 generator. Utilize 2" Sch. 80 PVC conduit with 1" flexible tube carrier line. One piping run required for each chemical. Core existing concrete containment wall and core exterior building wall. Secure with SS Unistrut, clamps, and anchors.	\$1,000
f. Chemical supplier will deliver totes to site without site modifications. Should delivery be questionable, Counties will provide roadway improvements at a later date to widen shoulder or provide pull-off for unloading.	\$0
3. CHLORINE DIOXIDE GENERATION	\$12,000
a. CLO2 generator to run off of potable water supply from Putnam County. Much lower alarm frequency since change over from lake water supply.	\$0
b. Replace two existing chemical metering pumps due to age and reliability.	\$2,400
c. Add pressure monitoring switch on chlorine dioxide injection line for remote system monitoring. SWA to install switch and Counties to install power supply and signal wiring/conduit.	\$600
d. Add chlorine dioxide on-line analyzer for remote monitoring. SWA to mount analyzer and install sample/drain piping. Counties to provide power supply and signal wiring/conduit.	\$4,000
e. MR Systems to terminate all signal wiring, calibrate CLO2 analyzer, and provide SCADA modifications	\$3,500
f. Add video surveillance system for remote monitoring.	\$1,500
g. Site certification for tote delivery not required. Must submit sketch/layout of tote storage area to Water Specialties for records.	\$0
4. TECHNICAL MEMO & SUBMITTAL FOR EPD APPROVAL	\$1,200
Preparation of site sketch, piping detail, tote and instrumentation details, and technical memo to be submitted to EPD for review and approval. Package will also be submitted to Water Specialties for documentation of chemical storage provisions.	
5. CONTINGENCIES	\$5,000
TOTAL ESTIMATED CONSTRUCTION COSTS	\$53,600

Annual Estimated Chemical Cost = \$63,000

Annual Estimated Water Cost = \$26,020

Item Attachment Documents:

10. EPWSA TTHM Level Inquiry Letter



EATONTON – PUTNAM WATER & SEWER AUTHORITY

663 Godfrey Road
Eatonton, GA 31024
706/485-5252
706/485-8026 (fax)

February 14, 2019

Mrs. Joan Minton, Chairperson
Sinclair Water Authority

RE: TTHM Levels

Dear Joan:

I understand SWA has settled on a treatment plan to assist Putnam & Baldwin counties with control of subject issue in the treated water delivered to the two Counties. We also noticed a 23% increase in variable cost of our water purchased in 2019, primarily due to the treatment of disinfection byproducts which affects the TTHM levels.

Our Board would like to know what level of TTHMs we can expect at our point of purchase, how those levels will be monitored & by whom, and whether we should or can be involved in this procedure. One reason we need answers to these questions relates to the possibility of our sale of water to a third party and assurances we may need to provide to this party. We do understand that certain actions must be taken on EPWSA's side in order to control the TTHM levels throughout our system once we take ownership of the water.

Look forward to your response.

Sincerely,

A handwritten signature in blue ink that reads "Tommy Jefferson". The signature is fluid and includes a small flourish at the end.

Tommy Jefferson, Chairman
Eatonton Putnam Water & Sewer Authority



SWA

Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Joseph D. Witcher Plant Manager

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

February 20, 2019

Mr. Tommy Jefferson, Chairman

Eatonton - Putnam Water & Sewer Authority

663 Godfrey Road

Eatonton, GA 31024

RE: Sinclair Water Authority
Disinfection By-Products

Dear Mr. Jefferson:

We appreciate this opportunity to summarize what we have learned with Disinfection By-Products over the last 8 months of treatment using Chlorine Dioxide to oxidize naturally occurring organic carbon to drive down DBP formation.

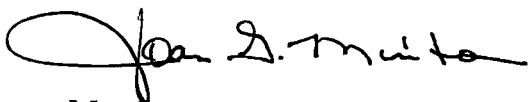
Overall, we are very pleased with the results we have seen; however, it is not possible at this time to give firm numerical conclusions due to the variability of water quality with our limited data base. Our lessons learned to date:

1. Seasonal & Annual Variation of Raw Water Quality: The variables with raw water which effect DBP formation are constantly changing. These variables include organic concentration, the type of organic constituent make up (which can't be quantified), and water temperature. For example, each sampling quarter in 2017 (SWA submits quarterly DBP testing results to EPD and compliance is based off running 4-quarter average not singular events) had significantly higher DBP formation in comparison to 2018 quarterly testing. The DBP reduction was observed in Quarters 1 & 2 without chlorine dioxide feed and in Quarters 3 & 4 when adding chlorine dioxide.
2. Quarter 3, 2018 Comparative Analysis Using Chlorine Dioxide: As you know, SWA began feeding chlorine dioxide in July 2018. We conducted comparative testing for DBP formation using "before-and-after" testing of chlorine dioxide addition. It was this short-term testing that gave us confidence that chlorine dioxide was mandatory for optimization of our facility for DBP minimization. Haloacetic acids (HAA5) in particular were reduced significantly. Additionally, total trihalomethanes (TTHMs), we recorded about 30% reduction from over 50 ppb to 35-40 ppb.

3. Goals: With TTHM annual regulatory average of 80 ppb and HAA annual regulatory average of 100 ppb, and with recognition that those concentrations are set for the extreme ends of both Baldwin & Putnam systems, our overall goal is to produce treated water with DBPs as low as possible to help each system maintain compliance. As stated above with lessons learned about annual/seasonal variation of raw water quality (and keeping in mind we only have 2 Quarters of testing in hand), we think a goal of TTHM less than 40 ppb (50% of MCL) and HAA5 of less than 30 (50% of MCL) ppb leaving our facility may be an achievable goal. However, we cannot sufficiently conclude this in the form of a guarantee just yet with the limited data captured to date. We will learn more this coming year in the second and third sampling quarters when water temperatures, which are a significant factor in DBP formation, are higher.
4. Working together with the Counties: Your letter asked a couple of questions about who will be monitoring and if EPWSA needs to be involved. This particular issue (the regulatory compliance point being at both our facility and at the end of your system) requires communication more than anything else. SWA will continue monitoring & optimizing the treatment process with finished water testing as it leaves our facility. EPWSA personnel should continue doing the same with your compliance points. It makes sense that as soon as results come in from our lab that we share our data with EPWSA and they do the same with us. Compliance is a concern with both Counties so we need input as to what is happening and when. We will not be turning off chlorine dioxide as we expect better results in 2019 over those measured in 2018.
5. TTHMs: An important lesson learned in 2018 was that over 80% of TTHM concentration was found to be Chloroform. Most of the formation of Chloroform will take place in the distribution system and not here at SWA. Chloroform is the only form of THM that can be removed in the distribution system and because it is 80% of overall TTHMs there is significant achievable reduction in an elevated tank. Aeration is most logical in elevated tanks as historically the concentration is low at our facility (maybe 20-30 ppb) but increasing to about 70-80 ppb in your system as it is continuously forming after it leaves the SWA.

We do hope this Letter answers your questions.

Sincerely,



Mrs. Joan Minton, Chairperson
Sinclair Water Authority

cc: Mr. Mark Gatlin - Carter & Sloope
Mr. Alex Wiseman - Carter & Sloope
File

11. Discuss SWA Draft and Final Agenda Submission Schedule

EXCERPT FROM PUTNAM COUNTY CODE OF ORDINANCES

Sec. 2-37. - Agenda.

The county manager shall prepare a detailed agenda on the subjects to be covered or acted on and/or objectives to be met for each regular scheduled meeting, called meeting, public hearing, work session, or any other special meeting. **The detailed agenda shall be made available to each commissioner at least three business days before each regular scheduled board meeting, called meeting, public hearing, work session, or any other special meeting.**

A commissioner may add items to the agenda at any time. Any item requiring action must be added at least four business days prior to a meeting. An action item added less than four business days may be discussed at the meeting and laid on the table for action at the next meeting. In case of an emergency, the board may waive this requirement.

A copy of the agenda and a list of those members present shall be made available to the public for inspection within two business days of the adjournment of any meeting.

(Ord. of 4-5-2002, § 1.07; Ord. of 4-3-2009(1); Amend. of 9-20-2011)

State Law reference— Similar provisions, O.C.G.A. § 50-14-1(e).

Sec. 2-38. - Consent agenda.

A consent agenda may be prepared by the county manager for the board to unanimously adopt motions on routine items. Any items of business that are expected to receive unanimous approval and where no debate is expected may be placed on a consent agenda.

At the appropriate time of the meeting, the chairperson shall read all of the items on the consent agenda. If a commissioner objects to an item being on the consent agenda, the chairperson shall move that particular item to the regular agenda. Following the reading of the consent agenda, the chairperson will ask for unanimous approval of the items on the consent agenda. If there are no objections, all the items on the consent agenda will be adopted by unanimous consent.

(Ord. of 4-5-2002, § 1.08)

Sec. 2-40. - Order of business.

All regular board meetings shall substantially follow an established order of business. The order shall be as follows:

- (1) Call to order;
- (2) Invocation;
- (3) Pledge of allegiance;
- (4) Special presentations;
- (5) Public comments;
- (6) Approval of agenda;
- (7) Consent agenda;
- (8) Other agenda items;
- (9) Closed session, if necessary
- (10) County manager report;
- (11) County attorney report;
- (12) Commissioner announcements;
- (13) Adjournment.

(Ord. of 4-5-2002, § 1.10; Amend. of 3-5-2010; [Amend. of 6-19-2012](#))

EXCERPT FROM BALDWIN COUNTY CODE OF ORDINANCES

Sec. 2-57. - Agenda.

- (a) The county manager, with the advice of the chairman and the commissioners, shall prepare an agenda of subjects to be acted on for each meeting. **The agenda shall be made available to the commissioners at least one business day before every board meeting.**
- (b) Members of the public may request that a particular subject be placed on the agenda for the following meeting. To be considered, this request must be submitted in writing to the county manager and received by 3:00 p.m. on Thursday prior to the Tuesday meeting.
- (c) The order of the agenda may be changed during a meeting by a majority vote of the board. A new subject that requires urgent attention may be added to the agenda during a meeting by a two-thirds vote of the board.
- (d) A copy of the agenda and a list of those members present shall be made available to the public for inspection within two business days of the adjournment of any meeting.

Sec. 2-58. - Consent agenda.

- (a) A consent agenda may be prepared by the county manager for the board to unanimously adopt motions on routine items. Any items of business that are expected to receive unanimous approval and whether no debate is expected may be placed on a consent agenda.
- (b) At the appropriate time of the meeting, the chairman shall read all of the items on the consent agenda. If a commissioner objects to an item being on the consent agenda, the chairman shall move that particular item to the regular agenda. Following the reading of the consent agenda, the chairman will ask for unanimous approval of the items on the consent agenda. If there are no objections, all the items on the consent agenda will be adopted by unanimous consent.

Sec. 2-60. - Order of business.

All regular board meetings should follow an established order of business. The order is as follows:

- (1) Call to order.
- (2) Minutes.
- (3) Invited guests.
- (4) Reports from committees and departments.
- (5) Consent agenda.
- (6) Old business.
- (7) New business.
- (8) Public comments.
- (9) Adjournment.

MEETING AGENDAS

Before any meeting, a board of commissioners, local agency, or committee must make available an agenda of all matters expected to come before them at such meeting. The agenda must be available upon request and must be posted at the meeting site, as far in advance of the meeting as reasonably possible, but no more than two weeks before the meeting. In other words, the agenda must be posted at some time during the two-week period immediately prior to the meeting. Failure to include an item on the agenda that needs to be addressed during the course of the meeting does not prevent a board of commissioners, local agency, or committee from considering or acting upon that item.³¹



FAQ

Must an agenda be prepared for each meeting?

Yes.

Do planning commissions and other local agencies have to prepare and post an agenda?

Yes.

Do committees created by the board of commissioners or other local agencies have to prepare and post an agenda?

Yes. Committees are also subject to all the requirements of the open meetings law and must prepare and post an agenda.

Is an agenda required for work sessions of a board of commissioners?

Yes. A work session of the board of commissioners is deemed a meeting, as long as a quorum of the board is present.

What needs to be included in the agenda?

The agenda must include every matter that is expected to be presented, discussed, or acted upon at the meeting.

What if a county routinely holds an agenda-setting meeting prior to the regularly scheduled meeting?

An agenda-setting meeting must comply with all of the requirements of the open meetings law. As such, the notice and agenda must be posted.

When and where must an agenda be posted?

The agenda must be posted at the meeting site as early as possible, but at least at some point during the two weeks before the meeting. Although the law does not require it, posting the agenda on the county website, if there is one, will maximize public access.

What if an issue that needs to be addressed arises after the agenda is posted?

An issue not on the posted agenda may be considered or voted on in the meeting if necessary. While the term “necessary” is not defined, any topic that the board deems necessary may be added to the agenda. However, counties should not use this provision as an excuse to add controversial topics at the last minute in hopes of avoiding scrutiny.

NOTICE OF A REGULARLY SCHEDULED MEETING

The board of commissioners and any other local agency or committee subject to the open meetings law must prescribe the time, place, and dates of regular meetings. The schedule of regular meetings must be available to the general public. Notice with the time, place, and date must be posted at least one week in advance and kept in a conspicuous place available to the public at the regular location of the meeting, as well as on the county's (or other local agency or committee's) website, if it has one. While meetings are generally held in accordance with a regular schedule, a regularly scheduled meeting may be cancelled or postponed as appropriate.²⁴



TYPES OF MEETINGS

The type of meeting notice that must be given to the public depends on the type of meeting. For purposes of notice, there are three types of meetings: (1) regularly scheduled meetings, (2) special called meetings, and (3) emergency meetings. Each type of meeting requires varying notice and posting requirements, which are described in this section.

FAQ

What happens if notice of a meeting is not properly given?

If a meeting notice is not properly given and the meeting is held, it will be in violation of the open meetings law. Any action taken at the meeting may be voided if challenged.²⁵ It may also be prosecuted as a misdemeanor offense or may be applied as civil penalties against the violating officials.²⁶

Must the notice be posted in a locked notice board?

No. The law does not require that notices be posted in a locked notice board. However, posting notices in a secured display prevents unauthorized removal or alteration of the notice and minimizes the possibility of a claim that the public was not properly notified of the meeting.

May the times and dates of regularly scheduled meetings be changed?

Generally, county commissioners may hold additional meetings, cancel or postpone meetings, or change the location of a regularly scheduled meeting. However, many counties specify the times and dates of certain meetings by ordinance—particularly regular monthly or bi-monthly meetings. If, for example, the county code requires the board of commissioners to meet the first Monday of every month, then these meetings cannot be changed unless the ordinance allows changes or the ordinance is amended. Even when local legislation specifies regular meetings, the law allows counties to hold additional meetings as needed.

If the county has a website but it is not regularly updated or maintained, is it an open meetings law violation if notice is not posted to the website?

The law requires notice to be posted on the county website, if a website exists. This means that every effort should be made to update and post the meeting notice on the website. If a website is not being maintained, it may be best to eliminate the website rather than provide erroneous information.

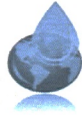
²⁴ O.C.G.A. § 50-14-1(d)(1).

²⁵ O.C.G.A. § 50-14-1(b).

²⁶ O.C.G.A. § 50-14-6.

Item Attachment Documents:

12. Proposed 2019 Meeting Calendar



Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061
Joseph D. Witcher Plant Manager
Phone (706) 485-8993 Fax (706) 485-8994

2019 Proposed Meeting Schedule

March 18, 2019

May 20, 2019

July 22, 2019

September 16, 2019

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

2019 MEETING CALENDAR

January 28, 2019	Monday	5:00 PM
March 18, 2019	Monday	5:00 PM
May 20, 2019	Monday	5:00 PM
July 15, 2019	Monday	5:00 PM
September 16, 2019	Monday	5:00 PM
November 18, 2019	Monday	5:00 PM

Item Attachment Documents:

14. Plant Production Report

Flows Monthly Report

Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dist
2019-01-01	23:59:59	3,527,070	2,987,196	271,249	1,019,898	1,910,604		2,930,502
2019-01-02	23:59:59	3,164,775	2,613,124	276,987	932,709	1,802,123		2,734,832
2019-01-03	23:59:59	3,347,743	2,818,226	273,468	814,674	1,690,026		2,504,700
2019-01-04	23:59:59	3,200,772	2,687,204	361,122	861,177	1,956,142		2,817,319
2019-01-05	23:59:59	3,391,143	2,839,321	282,507	906,143	1,812,285		2,718,428
2019-01-06	23:59:59	3,542,936	2,953,163	295,882	901,459	2,039,995		2,941,454
2019-01-07	23:59:59	3,596,225	3,022,515	279,157	954,801	2,043,716		2,998,517
2019-01-08	23:59:59	3,449,234	2,908,064	250,043	835,155	1,876,605		2,711,760
2019-01-09	23:59:59	3,497,418	2,964,240	267,417	838,625	2,003,106		2,841,731
2019-01-10	23:59:59	3,257,671	2,732,284	255,027	930,253	1,664,020		2,594,273
2019-01-11	23:59:59	3,227,537	2,689,896	258,544	1,056,738	1,791,050		2,847,788
2019-01-12	23:59:59	3,269,173	2,760,583	238,274	869,378	1,705,979		2,575,357
2019-01-13	23:59:59	3,406,796	2,849,317	269,494	915,366	1,989,151		2,904,517
2019-01-14	23:59:59	3,398,652	2,869,014	269,467	870,199	1,757,358		2,627,557
2019-01-15	23:59:59	3,301,457	2,647,601	356,918	904,631	1,674,586		2,579,217
2019-01-16	23:59:59	3,131,573	2,644,570	228,114	882,045	1,852,136		2,734,181
2019-01-17	23:59:59	3,416,507	2,900,724	254,293	1,105,775	1,766,128		2,871,903
2019-01-18	23:59:59	3,148,207	2,668,729	247,624	719,323	1,767,240		2,486,563
2019-01-19	23:59:59	3,242,037	2,769,303	246,531	971,496	1,533,118		2,504,614
2019-01-20	23:59:59	3,232,110	2,757,573	226,276	895,107	1,928,656		2,823,763
2019-01-21	23:59:59	3,346,847	2,824,823	254,616	1,025,868	1,879,551		2,905,419
2019-01-22	23:59:59	3,491,886	2,979,018	262,763	936,553	1,858,092		2,794,645
2019-01-23	23:59:59	3,266,296	2,418,395	559,183	953,967	1,491,978		2,445,945
2019-01-24	23:59:59	3,303,161	2,782,665	286,183	816,257	1,673,921		2,490,178
2019-01-25	23:59:59	3,302,421	2,782,342	274,050	984,971	1,751,865		2,736,836
2019-01-26	23:59:59	3,126,553	2,700,876	205,717	922,973	1,713,300		2,636,273
2019-01-27	23:59:59	3,219,242	2,783,818	200,901	959,326	1,930,092		2,889,418
2019-01-28	23:59:59	3,300,010	2,858,004	203,438	872,735	1,603,747		2,476,482
2019-01-29	23:59:59	3,119,979	2,691,438	207,137	1,031,904	1,662,700		2,694,604
2019-01-30	23:59:59	3,215,834	2,751,610	228,234	1,034,496	1,788,904		2,823,400
2019-01-31	23:59:59	3,204,817	2,777,134	201,733	798,221	1,840,095		2,638,316
TOTAL:		102,646,082	86,432,770	8,292,349	28,522,223	55,758,269		84,280,492
MIN:		3,119,979	2,418,395	200,901	719,323	1,491,978		2,445,945
MAX:		3,596,225	3,022,515	559,183	1,105,775	2,043,716		2,998,517
AVG:		3,311,164	2,788,154	267,495	920,072	1,798,654		2,718,726
COUNT:		31	31	31	31	31	0	31

Baldwin Billable Gallons-January 2019

Main Baldwin Meter	1/31/2019	55,758,269
Mays Road Meter	1/31/2019	293,000
Ga. Power Meter	1/31/2019	3,050
DNR Boat House	1/31/2019	0
Baldwin Billable Gallons		55,462,219

Baldwins meter @ Chobys is now in operation.
Chobys meter readings will begin on Feb 28 with a full months reading and the February billing will reflect as such.

Putnam Billable Gallons-January 2019

Mays Road Meter	12/31/2018	15,282,000
Mays Road Meter	1/31/2019	15,575,000
	Total	293,000

Ga. Power Meter	12/31/2018	164,464
Ga. Power Meter	1/31/2019	167,514
	Total	3,050

DNR Boat House	12/31/2018	46,832
DNR Boat House	1/31/2019	46,832
	Total	0

Main Putnam Meter		28,522,223
Mays Road Meter		293,000
Ga. Power Meter		3,050
DNR Boat House		0
Putnam Billable Gallons		28,818,273

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

Sinclair Water Authority
Milledgeville, GA 31061

Invoice **50**

Date	Invoice #
2/4/2019	261

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

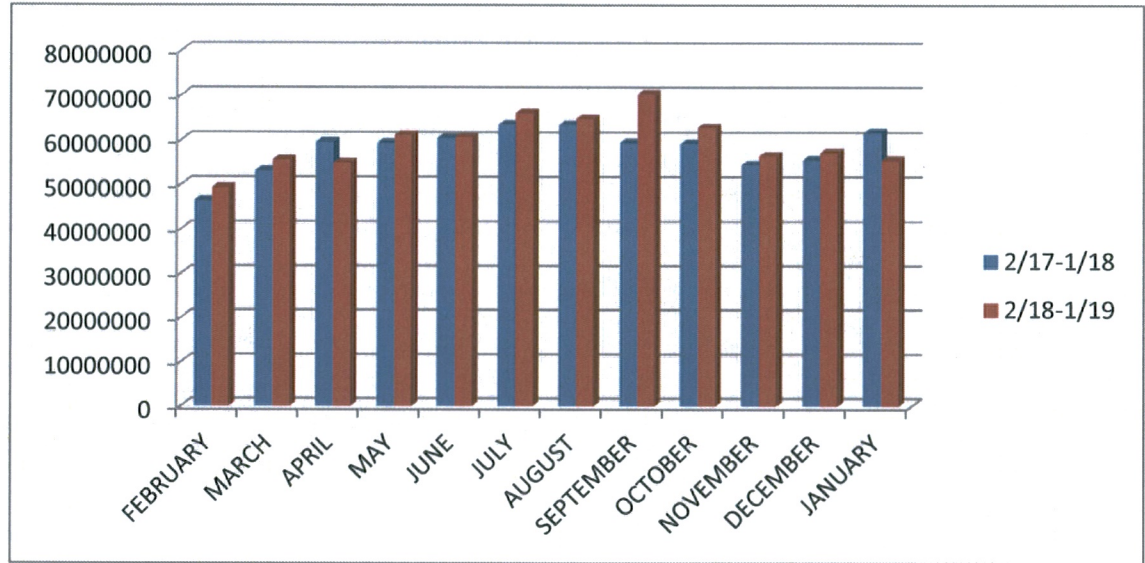
Description	Qty	Rate	Amount
Baldwin Billable Gallons	55,462	0.422	23,404.96
Baldwin Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Baldwin Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$92,419.96
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MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY

February 2017 Thru January 2019

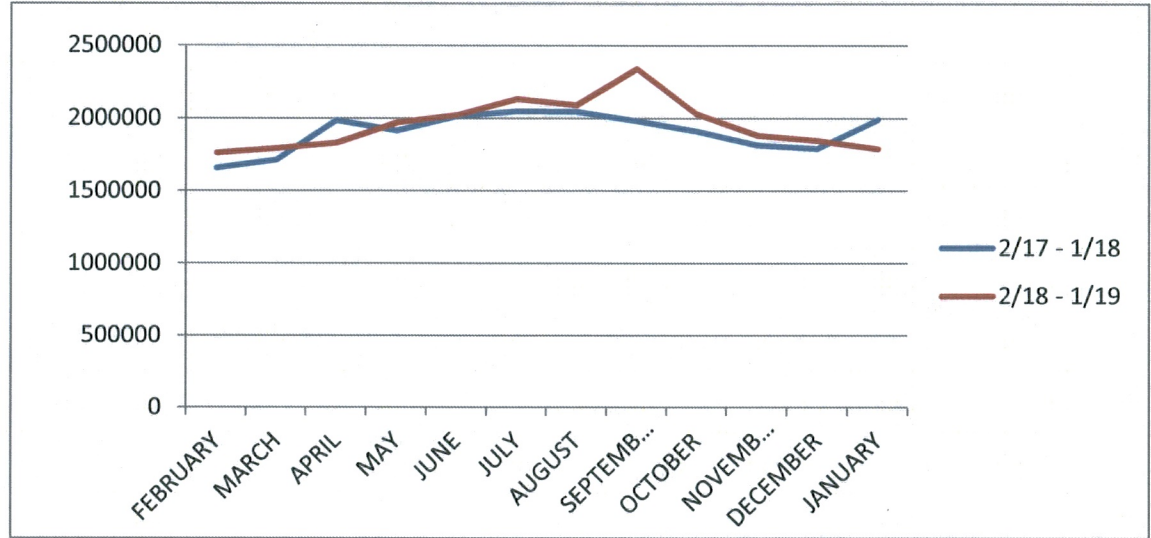
	GALLONS 2/17-1/18	GALLONS 2/18-1/19
FEBRUARY	46418910	49309520
MARCH	53143130	55590480
APRIL	59595110	54914140
MAY	59346650	61088810
JUNE	60435470	60653130
JULY	63483160	66078070
AUGUST	63403840	64780410
SEPTEMBER	59416400	70235670
OCTOBER	59227270	62831610
NOVEMBER	54456850	56454782
DECEMBER	55504360	57218316
JANUARY	61694940	55462219



MONTHLY FLOW RATES FOR BALDWIN COUNTY

February 2017 Thru January 2019

	FLOWRATES* 2/17 - 1/18	FLOWRATES* 2/18 - 1/19
FEBRUARY	1657818	1761054
MARCH	1714294	1793241
APRIL	1986503	1830471
MAY	1914408	1970606
JUNE	2014515	2021771
JULY	2047843	2131550
AUGUST	2045285	2089690
SEPTEMBER	1980546	2341189
OCTOBER	1910557	2026826
NOVEMBER	1815228	1881826
DECEMBER	1790463	1845752
JANUARY	1990159	1789103



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

Sinclair Water Authority

126 Cay Drive
Milledgeville, GA 31061

Invoice **53**

Date	Invoice #
2/4/2019	260

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

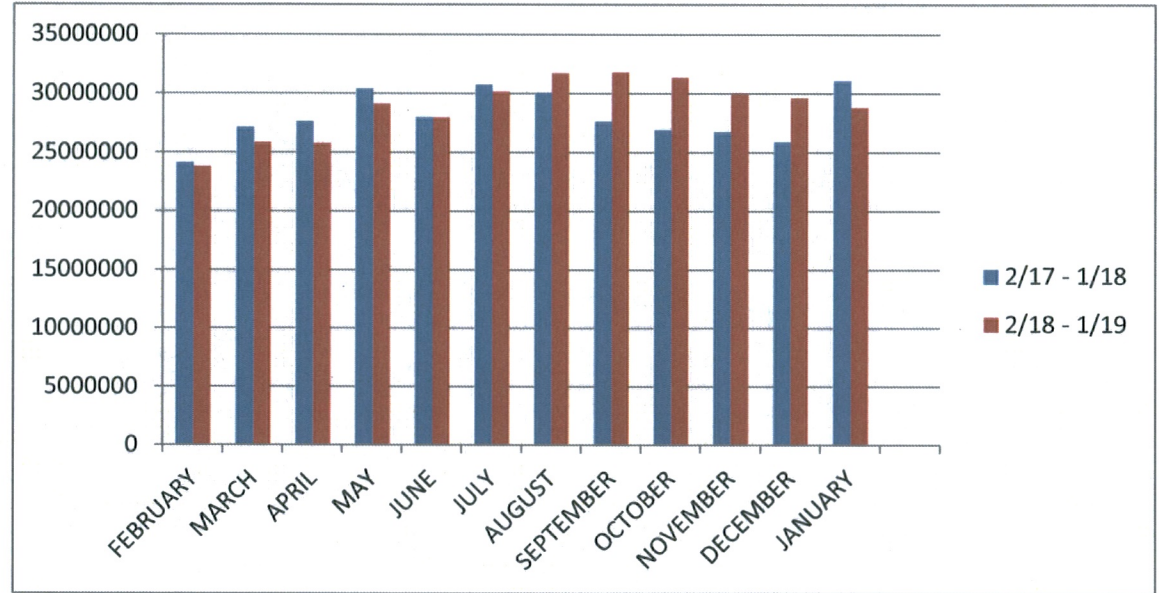
Description	Qty	Rate	Amount
Putnam Billable Gallons	28,818	0.422	12,161.20
Putnam Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Putnam Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$81,176.20
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MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

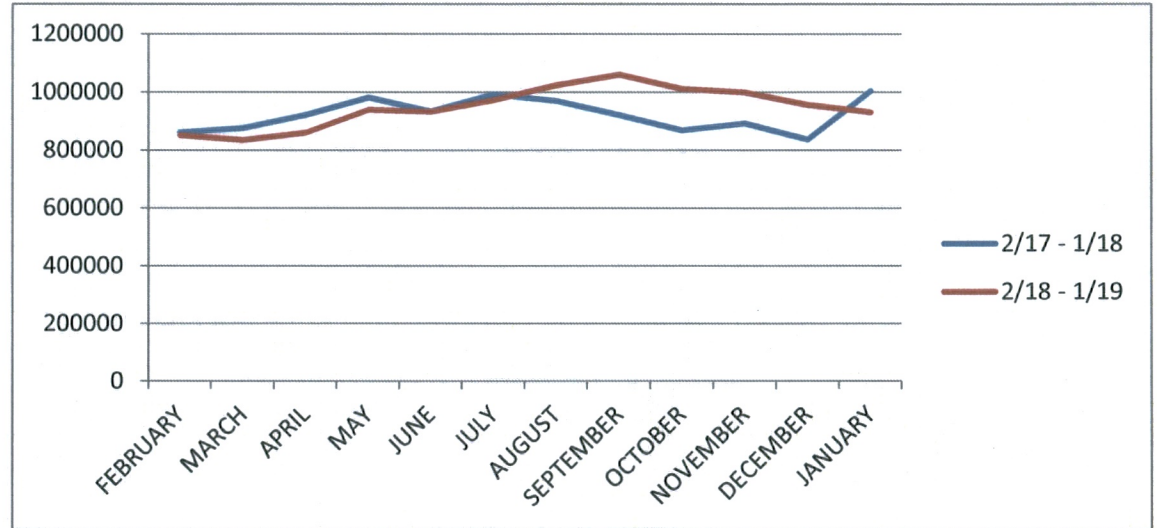
February 2017 Thru January 2019

	GALLONS 2/17 - 1/18	GALLONS 2/18 - 1/19
FEBRUARY	24115502	23811328
MARCH	27145269	25839838
APRIL	27618947	25755751
MAY	30388503	29101432
JUNE	27977898	27956573
JULY	30753979	30133017
AUGUST	30069289	31704699
SEPTEMBER	27616307	31778869
OCTOBER	26926808	31347172
NOVEMBER	26763714	29970026
DECEMBER	25914230	29621963
JANUARY	31074293	28818273



MONTHLY FLOW RATES FOR PUTNAM COUNTY February 2017 Thru January 2019

	FLOWRATES* 2/17 - 1/18	FLOWRATES* 2/18 - 1/19
FEBRUARY	861267	850404
MARCH	875653	833543
APRIL	920631	859191
MAY	980274	938755
JUNE	932596	931885
JULY	992063	972032
AUGUST	969977	1022732
SEPTEMBER	920543	1059295
OCTOBER	868606	1011199
NOVEMBER	892123	999000
DECEMBER	835942	955547
JANUARY	1002396	929621



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

Flows Monthly Report

Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dist
2019-02-01	23:59:59	3,321,439	2,854,903	221,862	1,072,492	1,683,259		2,755,751
2019-02-02	23:59:59	3,080,349	2,654,706	207,095	958,139	1,749,747		2,707,886
2019-02-03	23:59:59	3,626,380	3,124,782	236,400	946,561	1,813,634		2,760,195
2019-02-04	23:59:59	3,263,452	2,827,685	210,233	1,045,159	1,829,056		2,874,215
2019-02-05	23:59:59	3,329,484	2,868,693	224,801	919,440	1,685,386		2,604,826
2019-02-06	23:59:59	3,084,975	2,678,635	473,767	1,106,976	1,697,860		2,804,836
2019-02-07	23:59:59	3,298,209	2,589,609	292,632	927,020	1,660,740		2,587,760
2019-02-08	23:59:59	3,874,450	2,993,581	383,635	999,241	1,795,507		2,794,748
2019-02-09	23:59:59	3,254,259	2,565,788	396,852	984,598	1,692,181		2,676,779
2019-02-10	23:59:59	3,712,217	2,963,214	406,893	928,506	1,676,209		2,604,715
2019-02-11	23:59:59	3,264,813	2,679,715	328,365	902,990	1,762,930		2,665,920
2019-02-12	23:59:59	3,306,274	2,845,722	244,375	1,070,144	1,668,923		2,739,067
2019-02-13	23:59:59	3,169,343	2,696,886	231,793	1,067,089	1,588,654		2,655,743
2019-02-14	23:59:59	3,164,088	2,720,468	219,881	916,139	1,683,642		2,599,781
2019-02-15	23:59:59	3,303,554	2,829,835	229,778	978,700	1,717,866		2,696,566
2019-02-16	23:59:59	3,471,761	2,942,506	280,501	1,155,566	1,880,964		3,036,530
2019-02-17	23:59:59	3,354,038	2,893,064	218,043	824,342	1,754,524		2,578,866
2019-02-18	23:59:59	3,312,414	2,853,858	238,902	1,060,012	1,919,637		2,979,649
2019-02-19	23:59:59	3,275,842	2,812,017	227,034	965,893	1,605,539		2,571,432
2019-02-20	23:59:59	3,110,918	2,629,929	246,270	922,356	1,568,976		2,491,332
2019-02-21	23:59:59	3,352,711	2,855,333	260,407	1,122,590	1,555,086		2,677,676
2019-02-22	23:59:59	3,020,266	2,593,086	218,983	919,578	1,580,425		2,500,003
2019-02-23	23:59:59	3,022,384	2,578,092	228,500	1,024,766	1,775,330		2,800,096
2019-02-24	23:59:59	3,118,265	2,696,902	205,736	949,426	1,764,852		2,714,278
2019-02-25	23:59:59	3,478,608	3,016,681	229,848	806,579	1,285,255		2,091,834
2019-02-26	23:59:59	3,063,338	2,605,741	238,477	881,434	1,695,453		2,576,887
2019-02-27	23:59:59	3,443,780	2,618,841	530,618	825,088	1,516,250		2,341,338
2019-02-28	23:59:59	3,154,123	2,677,856	227,022	1,018,972	1,654,139		2,673,111
TOTAL:		92,231,734	77,668,128	7,658,703	27,299,796	47,262,024		74,561,820
MIN:		3,020,266	2,565,788	205,736	806,579	1,285,255		2,091,834
MAX:		3,874,450	3,124,782	530,618	1,155,566	1,919,637		3,036,530
AVG:		3,293,991	2,773,862	273,525	974,993	1,687,929		2,662,922
COUNT:		28	28	28	28	28	0	28

Billable Gallons

Feb-19

Chobys Meter #1	1/31/2019	568,355,770
Chobys Meter #1	2/28/2019	616,905,150
	Total	48,549,380
Mays Road Meter	1/31/2019	15,575,000
Mays Road Meter	2/28/2019	15,856,000
	Total	281,000
Ga. Power Meter	1/31/2019	167,514
Ga. Power Meter	2/28/2019	169,998
	Total	2,484
DNR Boat House	1/31/2019	46,832
DNR Boat House	2/28/2019	46,928
	Total	96

Baldwin Billable Gallons	48,265,800
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Putnam Billable Gallons

Main Putnam Meter	27,299,796
Mays Road Meter	281,000
Ga. Power Meter	2,484
DNR Boat House	96
Putnam Billable Gallons	27,583,376

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

Sinclair Water Authority
Milledgeville, GA 31061

Invoice 59

Date	Invoice #
2/28/2019	262

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

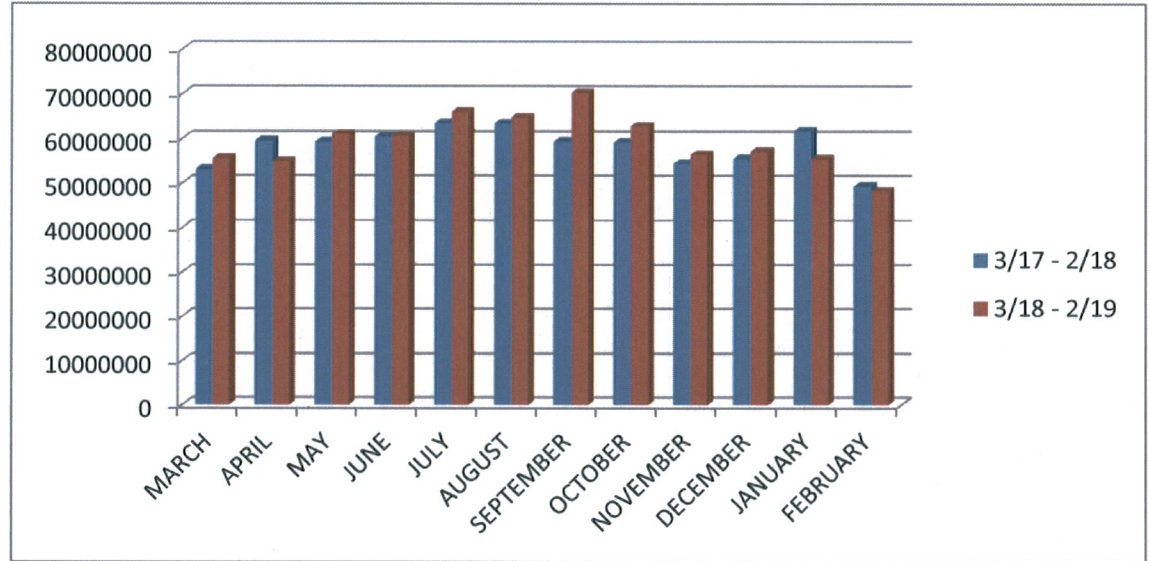
Description	Qty	Rate	Amount
Baldwin Billable Gallons	48,549	0.422	20,487.68
Baldwin Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Baldwin Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$89,502.68
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MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY

March 2017 Thru February 2019

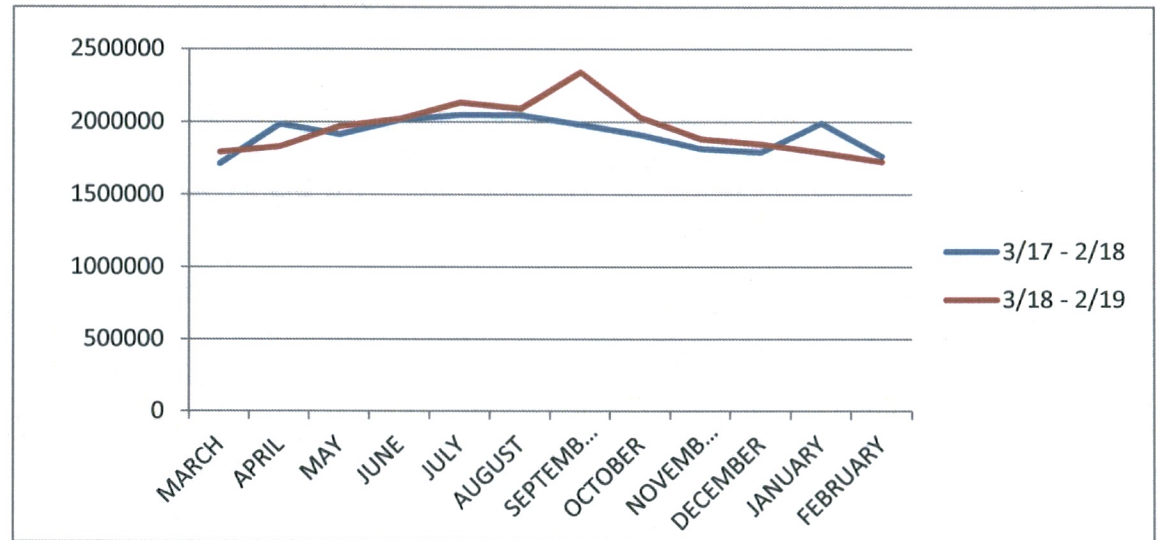
	GALLONS 3/17 - 2/18	GALLONS 3/18 - 2/19
MARCH	53143130	55590480
APRIL	59595110	54914140
MAY	59346650	61088810
JUNE	60435470	60653130
JULY	63483160	66078070
AUGUST	63403840	64780410
SEPTEMBER	59416400	70235670
OCTOBER	59227270	62831610
NOVEMBER	54456850	56454782
DECEMBER	55504360	57218316
JANUARY	61694940	55462219
FEBRUARY	49309520	48265800



MONTHLY FLOW RATES FOR BALDWIN COUNTY

March 2017 Thru February 2019

	FLOWRATES* 3/17 - 2/18	FLOWRATES* 3/18 - 2/19
MARCH	1714294	1793241
APRIL	1986503	1830471
MAY	1914408	1970606
JUNE	2014515	2021771
JULY	2047843	2131550
AUGUST	2045285	2089690
SEPTEMBER	1980546	2341189
OCTOBER	1910557	2026826
NOVEMBER	1815228	1881826
DECEMBER	1790463	1845752
JANUARY	1990159	1789103
FEBRUARY	1761054	1723778



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

Sinclair Water Authority
 Milledgeville, GA 31061

Invoice 62

Date	Invoice #
2/28/2019	263

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

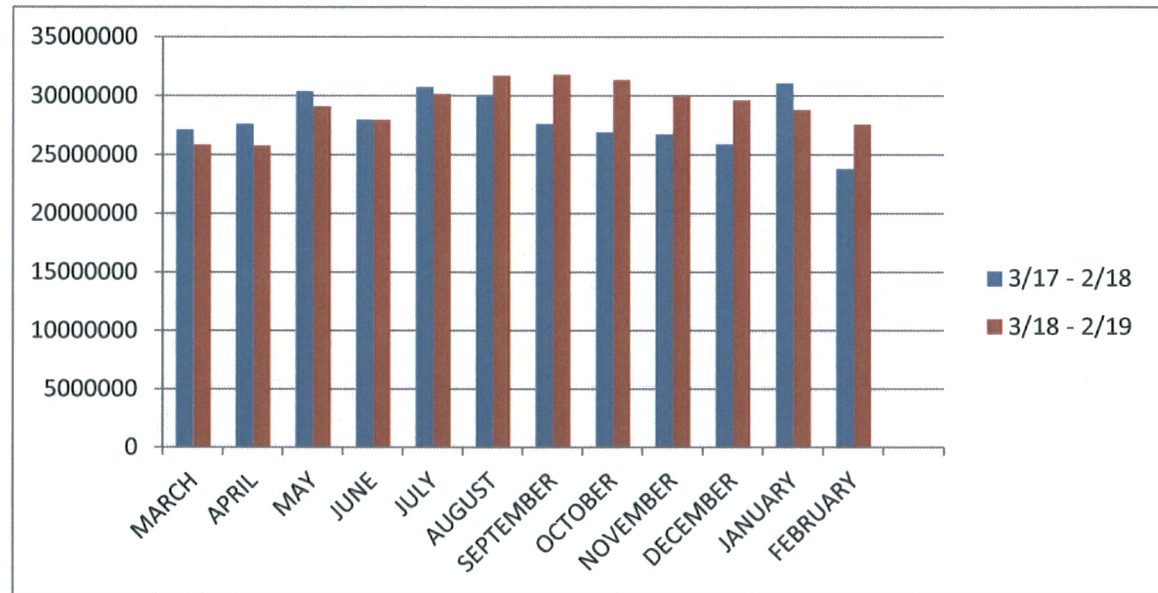
Description	Qty	Rate	Amount
Putnam Billable Gallons	27,583	0.422	11,640.03
Putnam Fixed (1/2 of Total Fixed Cost)		67,665.00	67,665.00
Putnam Alum Sludge Disposal		1,350.00	1,350.00

	Total	\$80,655.03
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MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

March 2017 Thru February 2019

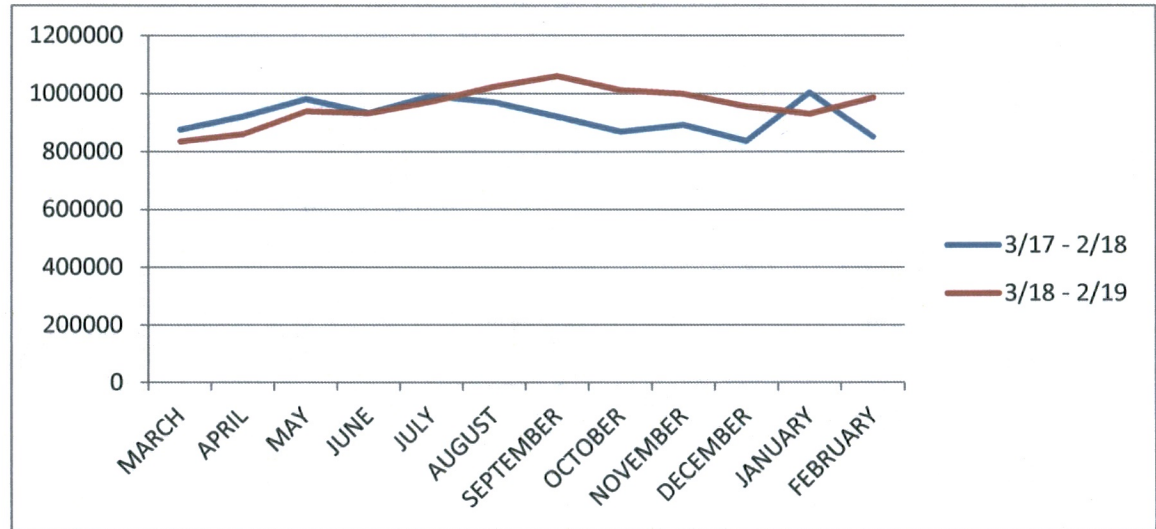
	GALLONS 3/17 - 2/18	GALLONS 3/18 - 2/19
MARCH	27145269	25839838
APRIL	27618947	25755751
MAY	30388503	29101432
JUNE	27977898	27956573
JULY	30753979	30133017
AUGUST	30069289	31704699
SEPTEMBER	27616307	31778869
OCTOBER	26926808	31347172
NOVEMBER	26763714	29970026
DECEMBER	25914230	29621963
JANUARY	31074293	28818273
FEBRUARY	23811328	27584062



MONTHLY FLOW RATES FOR PUTNAM COUNTY

March 2017 Thru February 2019

	FLOWRATES* 3/17 - 2/18	FLOWRATES* 3/18 - 2/19
MARCH	875653	833543
APRIL	920631	859191
MAY	980274	938755
JUNE	932596	931885
JULY	992063	972032
AUGUST	969977	1022732
SEPTEMBER	920543	1059295
OCTOBER	868606	1011199
NOVEMBER	892123	999000
DECEMBER	835942	955547
JANUARY	1002396	929621
FEBRUARY	850404	985145



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

Item Attachment Documents:

15. Financial Reports

Sinclair Water Authority
Profit & Loss Budget vs. Actual
 January through February 2018

	Jan - Feb 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
34.4200 · Water sales				
34.4210 · Water sales - Baldwin	181,658.65	181,307.50	351.15	100.2%
34.4220 · Water sales - Putnam	161,390.94	160,889.00	501.94	100.3%
Total 34.4200 · Water sales	343,049.59	342,196.50	853.09	100.2%
34.4230 · Alum Sludge Revenue				
34.4235 · Alum sludge revenue-Baldwin	3,336.61	2,700.00	636.61	123.6%
34.4240 · Alum sludge revenue-Putnam	2,264.02	2,700.00	-435.98	83.9%
Total 34.4230 · Alum Sludge Revenue	5,600.63	5,400.00	200.63	103.7%
36.1000 · Interest Earned	1,654.31			
38.9000 · Other Income	48.40			
Total Income	350,352.93	347,596.50	2,756.43	100.8%
Gross Profit	350,352.93	347,596.50	2,756.43	100.8%
Expense				
51 · Pers Serv & Benefits				
51.1000 · Salaries and wages				
51.1100 · Salaries & Wages-Regular	41,608.90	47,033.34	-5,424.44	88.5%
51.1400 · Salaries & Wages - Other	5,722.15	5,935.84	-213.69	96.4%
51.1000 · Salaries and wages - Other	0.00	0.00	0.00	0.0%
Total 51.1000 · Salaries and wages	47,331.05	52,969.18	-5,638.13	89.4%
51.2000 · Employee Benefits				
51.2100 · Group Health Insurance	8,266.48	9,000.00	-733.52	91.8%
51.2120 · BCBS-Dental	745.92	416.66	329.26	179.0%
51.2130 · BCBS-Vision	76.64	66.66	9.98	115.0%
51.2200 · Social Security (FICA)	2,786.90	3,283.34	-496.44	84.9%
51.2300 · Medicare	651.77	766.66	-114.89	85.0%
51.2400 · Retirement Plan Base Contr	919.92	1,666.66	-746.74	55.2%
51.2450 · Retirement Plan Match	1,379.89	1,666.66	-286.77	82.8%
51.2460 · Pension Plan	0.00	833.34	-833.34	0.0%
51.2700 · Workers' Compensation	0.00	3,333.34	-3,333.34	0.0%
51.2900 · Group Life Insurance	180.88	366.66	-185.78	49.3%
51.2950 · Other Employee Benefits	0.00	50.00	-50.00	0.0%
Total 51.2000 · Employee Benefits	15,008.40	21,449.98	-6,441.58	70.0%
Total 51 · Pers Serv & Benefits	62,339.45	74,419.16	-12,079.71	83.8%
52 · Services				
52.1000 · Professional & technical				
52.1200 · Professional services				
52.1210 · Legal Fees	726.00	166.66	559.34	435.6%
52.1220 · Accounting Services	0.00	2,666.66	-2,666.66	0.0%
Total 52.1200 · Professional services	726.00	2,833.32	-2,107.32	25.6%
52.1300 · Technical services				
52.1310 · Engineering	3.10	1,250.00	-1,246.90	0.2%

Sinclair Water Authority
Profit & Loss Budget vs. Actual
 January through February 2018

	Jan - Feb 18	Budget	\$ Over Budget	% of Budget
52.1320 · Computer Services	64.42	166.66	-102.24	38.7%
52.1330 · Laboratory Testing	1,043.33	3,100.00	-2,056.67	33.7%
52.1340 · Payroll Processing	429.57	316.66	112.91	135.7%
Total 52.1300 · Technical services	1,540.42	4,833.32	-3,292.90	31.9%
Total 52.1000 · Professional & technical	2,266.42	7,666.64	-5,400.22	29.6%
52.2000 · Property services				
52.2150 · Alum Sludge Disposal	0.00	5,400.00	-5,400.00	0.0%
52.2210 · Building Maintenance	3,238.54	5,833.34	-2,594.80	55.5%
52.2220 · Equipment Maintenance	5,306.12	15,000.00	-9,693.88	35.4%
52.2230 · Automobile Expense	605.64	166.66	438.98	363.4%
Total 52.2000 · Property services	9,150.30	26,400.00	-17,249.70	34.7%
52.3000 · Other services				
52.3100 · Insurance Expense	0.00	4,283.34	-4,283.34	0.0%
52.3200 · Telephone (communications)	1,345.47	833.34	512.13	161.5%
52.3300 · Advertising	0.00	200.00	-200.00	0.0%
52.3500 · Travel Expense	216.52	666.66	-450.14	32.5%
52.3600 · Dues and fees	0.00	100.00	-100.00	0.0%
52.3700 · Education Training	489.00	650.00	-161.00	75.2%
52.3850 · Contract Labor	2,357.50	2,333.34	24.16	101.0%
Total 52.3000 · Other services	4,408.49	9,066.68	-4,658.19	48.6%
Total 52 · Services	15,825.21	43,133.32	-27,308.11	36.7%
53 · Supplies				
53.1100 · Office Supplies	795.68	750.00	45.68	106.1%
53.1135 · Chemicals	26,327.80	25,860.84	466.96	101.8%
53.1140 · Laboratory Supplies	5,200.34	3,666.66	1,533.68	141.8%
53.1150 · Safety Items	239.16	233.34	5.82	102.5%
53.1200 · Utilities / Energy	71,287.97	33,333.34	37,954.63	213.9%
53.1270 · Gasoline	244.44	333.34	-88.90	73.3%
53.1710 · Uniforms	0.00	183.34	-183.34	0.0%
Total 53 · Supplies	104,095.39	64,360.86	39,734.53	161.7%
Total Expense	182,260.05	181,913.34	346.71	100.2%
Net Ordinary Income	168,092.88	165,683.16	2,409.72	101.5%
Other Income/Expense				
Other Expense				
56 · Depreciation & amortization				
56.1000 · Depreciation Expense	95,210.46			
56.1900 · Maint. Reserve/Depreciation	0.00	16,350.00	-16,350.00	0.0%
Total 56 · Depreciation & amortization	95,210.46	16,350.00	78,860.46	582.3%
58 · Debt service				
58.1310 · USDA Loans Principal	0.00	36,666.66	-36,666.66	0.0%
58.1320 · USDA Loan Reserve Payments	0.00	12,750.00	-12,750.00	0.0%
58.1330 · GEFA Loan #1 Principal	0.00	993.34	-993.34	0.0%

Sinclair Water Authority
Profit & Loss Budget vs. Actual
 January through February 2018

	Jan - Feb 18	Budget	\$ Over Budget	% of Budget
58.1340 · GEFA Loan #2 Principal	0.00	7,043.34	-7,043.34	0.0%
58.2300 · Interest Expense - USDA Loans	93,154.24	90,833.34	2,320.90	102.6%
58.2310 · GEFA Loan #1 Interest Expense	399.85	389.34	10.51	102.7%
58.2320 · GEFA Loan #2 Interest Expense	3,807.97	3,740.50	67.47	101.8%
Total 58 · Debt service	97,362.06	152,416.52	-55,054.46	63.9%
Total Other Expense	192,572.52	168,766.52	23,806.00	114.1%
Net Other Income	-192,572.52	-168,766.52	-23,806.00	114.1%
Net Income	-24,479.64	-3,083.36	-21,396.28	793.9%

Sinclair Water Authority
Balance Sheet
As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
11.1100 · Cash	
11.1111 · Exchange Bank Operating	383,272.31
11.1112 · Exchange - Payroll	5,000.00
11.1120 · Exchange-USDA Reserve	516,138.13
11.1140 · CD - USDA Reserve	254,661.66
Total 11.1100 · Cash	1,159,072.10
11.1150 · Petty Cash	100.00
Total Checking/Savings	1,159,172.10
Accounts Receivable	
11.1900 · Accounts Receivable	262,577.67
Total Accounts Receivable	262,577.67
Other Current Assets	
11.2100 · Accrued Receivables	172,628.45
11.3800 · Prepaid Assets	35,130.26
Total Other Current Assets	207,758.71
Total Current Assets	1,629,508.48
Fixed Assets	
11.7100 · Land & Row	76,763.35
11.7400 · Water Treatment Plant	18,828,423.46
11.7410 · Accum Depr-Buildings	-6,234,602.93
11.7500 · Machinery and Equipment	100,702.80
11.7510 · Accum Depr-Machinery & Equip	-70,929.44
Total Fixed Assets	12,700,357.24
Other Assets	
11.9000 · Deferred Outflows of Resources	
11.9300 · Befrred Outflw of Resrc-Pension	7,558.00
Total 11.9000 · Deferred Outflows of Resources	7,558.00
Total Other Assets	7,558.00
TOTAL ASSETS	14,337,423.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
12.1110 · Accounts Payable	2,527.04
Total Accounts Payable	2,527.04
Credit Cards	
12.1122 · VISA	1,866.24
Total Credit Cards	1,866.24
Other Current Liabilities	
12.1190 · Accrued Payables	63,558.49
12.1300 · Payroll Deductions Payable	
12.1310 · BCBS-Dental	854.93
12.1312 · AFLAC	-67.76
12.1315 · BCBS-Vision	197.06
12.1320 · Group Health Insurance	3,605.97
12.1330 · Social Security (FICA)	-0.03
12.1390 · 457 Plan Deductions	-35.74
Total 12.1300 · Payroll Deductions Payable	4,554.43
12.1435 · Compensated Absences Payable	5,940.92
12.2400 · Acrued Interest Payable	23,988.47
12.2500 · Deferred Revenue	4,989.01
Total Other Current Liabilities	103,031.32
Total Current Liabilities	107,424.60
Long Term Liabilities	
12.5265 · Net Pension Liability	1,308.00
12.5300 · Notes Payable non-current	
12.5310 · USDA Loan	12,890,367.69
12.5320 · GEFA Loan Payable 2013	105,930.47
12.5330 · GEFA Loan Payable 2014	941,439.89
Total 12.5300 · Notes Payable non-current	13,937,738.05
12.9000 · Deferred Inflows of Resources	
12.9300 · Deferd Inflows of Resrs-Pension	4,164.00
Total 12.9000 · Deferred Inflows of Resources	4,164.00
Total Long Term Liabilities	13,943,210.05
Total Liabilities	14,050,634.65
Equity	
13.2400 · Contributed Capital-USDA	1,907,000.00
13.3700 · Retained Earnings	-1,457,580.82
13.3790 · Prior Period Adjustment	13,956.25

Sinclair Water Authority
Balance Sheet
As of February 28, 2019

	<u>Feb 28, 19</u>
13.3791 · PPA-Change in Accounting Method	-46,757.57
13.3792 · PPA-Change in Acctg Principle	-114,216.00
Net Income	<u>-15,612.79</u>
Total Equity	<u>286,789.07</u>
TOTAL LIABILITIES & EQUITY	<u>14,337,423.72</u>

2019 Billing Budget - With Alum Sludge Included in Fixed Cost

2% / 2%

	2019	2019	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2019
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
TOTAL FIXED EXPENSES	\$138,030	\$138,030	\$138,030	\$138,030	\$138,030	\$138,030	\$138,030	\$138,030	\$138,030	\$138,030	138,030	\$138,030	\$1,656,360
REVENUE													
Baldwin Var. Cost	\$23,405	\$20,488	\$24,712	\$24,712	\$24,712	\$24,712	\$24,712	\$24,712	\$24,712	\$24,712	\$24,712	\$24,712	\$291,016
Baldwin Fixed (1/2 FC)	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$828,180
Total Baldwin Cost	92419.96	89502.68	93727.32	93727.32	93727.32	93727.32	93727.32	93727.32	93727.32	93727.32	93727.32	93727.32	1119196.00
Putnam Var. Cost	\$12,161	\$11,640	\$12,740	\$12,740	\$12,740	\$12,740	\$12,740	\$12,740	\$12,740	\$12,740	\$12,740	\$12,740	\$151,203
Putnam Fixed (1/2 FC)	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$69,015	\$828,180
Total Putnam Cost	81176.20	80655.03	81755.18	81755.18	81755.18	81755.18	81755.18	81755.18	81755.18	81755.18	81755.18	81755.18	979383.02
Total Var. Cost	\$35,566	\$32,128	\$37,453	\$37,453	\$37,453	\$37,453	\$36,852	\$36,852	\$36,852	\$36,852	\$36,852	\$36,852	\$442,219
Total Cost billed to Cty's	\$173,596	\$170,158	\$175,483	\$175,483	\$175,483	\$175,483	\$175,483	\$175,483	\$175,483	\$175,483	\$175,483	\$175,483	\$2,098,579
Baldwin Water Usage Unit(1000 gals)	55,462	48,549	58,560	58,560	58,560	58,560	58,560	58,560	58,560	58,560	58,560	58,560	689,611
Putnam Water Usage/Unit(1000 gals)	28,818	27,583	30,190	30,190	30,190	30,190	30,190	30,190	30,190	30,190	30,190	30,190	358,301
Total Water Usage	84,280	76,132	88,750	88,750	88,750	88,750	88,750	88,750	88,750	88,750	88,750	88,750	1,047,912
Baldwin Cost/Unit(1000 gals)	\$1.67	\$1.84	1.60	1.60	\$1.60	\$1.60	\$1.60	\$1.60	\$1.60	\$1.60	2	\$1.60	\$1.62
Putnam Cost/Unit(1000 gals)	\$2.82	\$2.92	2.71	2.71	\$2.71	\$2.71	\$2.71	\$2.71	\$2.71	\$2.71	3	\$2.71	\$2.73
COST PER MILLION GALLONS	\$2,059.76	\$2,235.04	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$1,977.27	\$2,002.63

Note: 2019 Variable Cost multiplier: \$ 0.422

Variable Cost includes Utilities and Chemicals only