



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, May 17, 2012 at 3:00 p.m.**

AGENDA

PUBLIC COMMENT PERIOD

Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated.

DISCUSSION

- 1. FY 2012 Budget Forecast – Commissioner Taylor**
- 2. Leak Adjustment Ordinance – Commissioner Coleman**
- 3. Detention Center Tap Fees – Commissioner Taylor**
- 4. Financial Report – John Donaghy**

APPROVAL

- 1. Minutes of the May 3, 2012 Regular Meeting**
- 2. Minutes of the May 3, 2012 Executive Session**

EXECUTIVE SESSION

AGENDA ITEMS FOR NEXT MEETING

**All citizens are invited to attend. There is a possibility of a quorum
of City or County Commissioners being present.**



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, May 17, 2012 at 3:00 p.m.**

MINUTES

PRESENT: Clyde Taylor, Chairman
Bob Coleman, County Commissioner
Cornell Harvey, City Commissioner
Tony Sammons, Commissioner

ABSENT: James Brooks, City Commissioner

ALSO PRESENT: Keith P. Morgan, Executive Director
John Donaghy, Chief Financial Officer
Desiree E. Watson, JWSC Attorney
Barbara Rogers, JWSC

Chairman Taylor called the meeting to order and Commissioner Harvey provided the invocation.

PUBLIC COMMENT PERIOD

Public comments were received by the Board of Commissioners during the scheduled Public Comment Period from the following individuals:

1. Lucille Holloway, 103 King Cotton Rd, Brunswick, addressed the Commission concerning the current ordinance language limiting anomaly adjustments to every 36 months.
2. Thomas Holder, 148 Arlington Way, Brunswick, supported Mrs. Holloway's request.
3. Jeff Kilgore, 411 Cobblestone, Brunswick, addressed the Commission on the detention center tap fees and their fiduciary role as JWSC Commissioners to treat Glynn County as any other property owner.

4. Kenneth Adkins, 5700 Altama Av, Brunswick, presented the Commission a brochure outlining his experience in public relations and his willingness to work with the JWSC at no charge through the end of 2012.

DISCUSSION

1. FY 2013 Budget Forecast – Commissioner Taylor

Chairman Taylor began the discussion by stating that the public notification to hold public hearings on June 13, 1012 on Saint Simons and June 20, 2012 in Brunswick was published in *The Brunswick News* on May 11, 2012 and is currently being mailed out in all customer bills. Chairman Taylor briefly recapped the reasons for the budget increase in debt service and capital outlay while pointing out the decrease in operating costs. Chairman Taylor gave examples of how the projected 4.2% increase would impact an average customer's monthly bill using 5,000 gallons of water a month: county bill would increase \$1.70, and city bill would increase \$1.30 a month, with the difference being the debt service.

2. Leak Adjustment Ordinance – Commissioner Coleman

Commissioner Coleman stated that he would like to open some discussion on the current ordinance language authorizing the JWSC to make adjustments to customer's bills for spikes in usage. Commissioner Harvey stated the 36 month restriction should be looked into and maybe the commission should consider different scenarios or months. Commissioner Sammons stated the JWSC should take a common sense approach to customer requests for adjustments and requested that staff investigate the issue and report back to the Commission.

3. Detention Center Tap Fees – Commissioner Taylor

Chairman Taylor stated that under state law public schools are exempt from paying capital tap fees; therefore the JWSC could exempt the City of Brunswick and Glynn County from paying the capital tap fees. Commissioner Sammons suggested that since the current detention center would no longer be in use, the JWSC could evaluate the existing facility and give a credit to the new facility as it would have if the existing facility had been expanded.

4. Financial Report – John Donaghy

Mr. Donaghy reviewed the March 31, 2012 Comparative Balance Sheet, Revenue and Expenditure Budget Report, Accounts Receivable Summary and the Contract Savings Report. Commissioners asked questions as they reviewed each of the reports. Mr. Donaghy stated that cut-offs for delinquent payments are being performed Monday through Thursday each week.

APPROVAL

Commissioner Sammons made a motion seconded by Commissioner Harvey to add two (2) items to the approval agenda, Lift Station 4021 Rehabilitation Project and Lease Agreement with Alex Hall. Motion carried 4-0-0.

1. Lift Station 4021 Rehabilitation Project – K. Morgan

On April 13, 2012 a Request for Proposal for the rehabilitation of lift station 4021 located on Altama Avenue was issued. The lift station was identified in the water and sewer master plan as a high priority project. Woodard Construction Company was evaluated as the lowest responsive bidder. Funding is available in the Renewal and Replacement Reserve in the FY12 budget.

Commissioner Coleman made a motion seconded by Commissioner Harvey to approve the award of bid for the lift station 4021 rehabilitation project to Woodard Construction Company for the sum of \$188,550 and authorize the Chairman and Executive Director to sign and execute the contract subject to legal review. Motion carried 4-0-0.

2. Alex Hall Lease Agreement – J. Donaghy

Mr. Donaghy stated that the JWSC was in need of a facility to locate and house equipment necessary to provide wireless service to the Academy Creek WWTP. The lease is for one year with one option year renewal commencing on June 1, 2012.

Commissioner Harvey made a motion seconded by Commissioner Coleman to approve the lease agreement between Alex Hall and the JWSC to provide a facility to locate and house equipment necessary for wireless service to Academy Creek WWTP beginning June 1, 2012 and ending May 31, 2013 at a cost of \$60 per month. Motion carried 4-0-0.

3. Minutes of the May 3, 2012 Regular Meeting

Commissioner Sammons made a motion seconded by Commissioner Harvey to approve the minutes of the May 3, 2012 regular meeting. Motion carried 4-0-0.

2. Minutes of the May 3, 2012 Executive Session

Commissioner Sammons made a motion seconded by Commissioner Harvey to approve the minutes of the May 3, 2012 executive session. Motion carried 4-0-0.

EXECUTIVE SESSION

Commissioner Harvey made a motion to close the public meeting and convene an executive session to address future property acquisition. Motion seconded by Commissioner Sammons. Motion carried 4-0-0.

Back in session, no action taken.

Commissioner Sammons made a motion seconded by Commissioner Harvey to adjourn the meeting. Motion carried 4-0-0.

Clyde Taylor, Chairman

Attest:

Barbara Rogers