



**Brunswick-Glynn Joint Water and Sewer Commission**  
**1703 Gloucester Street, Brunswick GA 31520**  
**Thursday, July 18, 2024, at 2:00 pm**  
**Commission Meeting Room**

## **COMMISSION MEETING AGENDA**

**Call to Order**

**Invocation**

**Pledge**

### **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.*

### **EMPLOYEE RECOGNITION**

**Stacy Brown** – Wastewater Collection System Operator Certification  
**Byron Bennet** – Advanced Public Information Officer Certification  
**Donnie Hendricks** – Advanced Public Information Officer Certification  
**Shondrea Dukes** – CompTIA Server+ Certification

### **COMMITTEE UPDATES**

**Facilities Committee** – Chairman Turnipseed  
**Finance Committee** – Commissioner Watson

### **APPROVAL**

1. **Minutes from June 19, 2024, Commission Meeting** (*subject to any necessary changes*) [Report](#)
2. **Minutes from June 19, 2024 Executive Session** (*subject to any necessary changes*)
3. **Virtual Card Program and Limit** – D. Owens / Synovus Banking
4. **Holiday Policy Change** – A. Burroughs [Report](#)
5. **Capital Purchase – Portable CCTV Reel** – A. Burroughs [Report](#)
6. **Dedication of Easements and Infrastructure** – T. Kline [Report](#)
  - **Superior Storage** – Water Extension Dedication and Easement

### **EXECUTIVE DIRECTOR'S UPDATE**

### **COMMISSIONERS' DISCUSSION**

### **CHAIRMAN'S UPDATE**

### **EXECUTIVE SESSION**

### **MEETING ADJOURNED**

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



**Brunswick-Glynn Joint Water and Sewer Commission  
1703 Gloucester Street, Brunswick, GA 31520  
Thursday, July 18, 2024, at 2:00 PM**

**COMMISSION MINUTES**

**PRESENT:**

**G. Ben Turnipseed, Chairman  
Clayton Watson, Vice-Chairman  
Charles Cook, Commissioner  
Wayne Neal, Commissioner  
Lance Sabbe, Commissioner  
Dave Ford, Commissioner**

**ALSO PRESENT:**

**Andrew Burroughs, Executive Director  
Charles A. Dorminy, HBS Legal Counsel  
LaDonnah Roberts, Deputy Executive Director  
Todd Kline, Director of Engineering  
Pam Crosby, Director of Procurement  
Janice Meridith, Executive Commission Administrator**

**ABSENT:**

**Chad Strickland, Commissioner**

Chairman Turnipseed called the meeting to order at 2:00 PM.

Commissioner Neal provided the invocation and Commissioner Sabbe led the Pledge of Allegiance.

**PUBLIC COMMENT PERIOD**

Chairman Turnipseed opened the public comment period.

There being no public comment, Chairman Turnipseed closed the public comment period.

**EMPLOYEE RECOGNITION**

Chairman Turnipseed recognized staff members, Byron Bennett, Donnie Hendricks, and Shondrea Dukes, and congratulated them on their certifications.

**Byron Bennett** – Advanced Public Information Officer Certification

**Donnie Hendricks** – Advanced Public Information Officer Certification

**Shondrea Dukes** – COMPTIA Server+ Certification

**COMMITTEE UPDATES**

**Combined Facilities & Finance Committee Meeting** – Chairman Turnipseed provided an update on the Combined Facilities & Finance Committee Meeting held earlier the same day, June 19, 2024.

**EXCUSAL**

Commissioner Neal made a motion seconded by Commissioner Sabbe to excuse Commissioner Strickland from this meeting due to out-of-town business and required training. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

## **APPROVAL**

### **1. Minutes from the June 19, 2024 Regular Commission Meeting**

Commissioner Neal made a motion seconded by Commissioner Watson to approve the minutes from the June 19, 2024, Regular Commission Meeting. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

### **2. Minutes from the June 19, 2024 Executive Session**

Commissioner Neal made a motion seconded by Commissioner Watson to approve the minutes from the June 19, 2024, Executive Session. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

### **3. Virtual Card Program and Limit – D. Owens**

Commissioner Sabbe made a motion seconded by Commissioner Neal to table the Virtual Card Program and Limit indefinitely. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

### **4. Holiday Policy Change – A. Burroughs**

Mr. Burroughs noted that Juneteeth (June 19<sup>th</sup>) was recognized as a federal holiday in 2021 to commemorate the ending of slavery in the United States. The Finance Committee requested staff obtain the current list of holidays recognized by the City of Brunswick and Glynn County. The list provided showed Glynn County recognizing twelve (12) holidays. The City of Brunswick recognizes eleven (11) with a twelfth (12) holiday often added. The JWSC currently recognizes eleven 11 holidays to which staff is requesting to amend the JWSC HR SOP Section 4.4 and add June 19<sup>th</sup> for a total of twelve (12) official JWSC holidays.

Commissioner Sabbe made a motion seconded by Commissioner Cook that the Brunswick-Glynn Joint Water and Sewer Commission approve the amendment of JWSC HR SOP Section 4.4 as shown in the attached. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

### **5. Capital Purchase – Portable CCTV Reel – A. Burroughs**

Mr. Burroughs stated that the JWSC utilizes CCTV technology to inspect pipelines within the Sewer Collections system. The typical inspection is performed by staff within the equipment van itself. However, at times in crowded areas, vehicle access is not possible. For this situation, a portable reel unit is needed. Example situations where this is helpful are when sewer lines are in residential back yards or even in some more open areas if ground conditions make using the full CCTV van more challenging. JWSC CCTV vans utilize RapidView IBAK camera systems. The requested purchase is for one (1) RapidView IBAK Model KW206 portable CCTV Reel unit including BP100 control console, cable drum and boom, camera cable and mobile rack. The unit will be utilized by the Systems Monitoring staff within the Systems Pumping and Maintenance division. The amount of the quotation includes a Sourcewell Contract# 120721-RVL program discount of \$1,611.12 for a net total purchase price of \$41,437.38. This equipment was approved in the capital purchase line item of the FY2025 budget for the Systems Pumping and Maintenance division with a budgeted cost of \$50,000.

Commissioner Ford made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission purchase one (1) portable CCTV reel unit from Jet-Vac Equipment Company, LLC, in the amount of \$41,437.38 as presented. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

### **6. Dedication of Easements and Infrastructure – T. Kline**

#### **• Superior Storage – Water Extension Dedication and Easement**

Mr. Kline provided that JMS Brunswick, LLC, owners of Superior Storage wish to dedicate infrastructure and convey an easement. He added that JWSC was approached by a resident who lives in the Stu Daniel area off Old Jesup Road about connecting to JWSC services due to a failing well. Extending the existing

private 8-inch water service to Old Jesup Road enables JWSC to offer public water to residents of the Daniels Tract, Stu Daniels Lands and Jackson Heights areas. JMS Brunswick LLC has submitted legal documents to define and execute the transfer of ownership. The infrastructure is understood to have complied with applicable standards at the time of construction. JWSC inspection records indicate the infrastructure was constructed to JWSC Standards, is functioning and is in acceptable condition.

Commissioner Sabbe made a motion seconded by Commissioner Watson that the Brunswick-Glynn Joint Water and Sewer Commission approve and accept this project with associated documentation. Motion carried 6-0-1, (Commissioner Strickland was absent from the meeting.)

**EXECUTIVE DIRECTOR'S UPDATE**

Mr. Burroughs provided the Commissioners with a brief update.

**COMMISSIONERS' DISCUSSION**

**CHAIRMAN'S UPDATE**

The Chairman provided the Commissioners with a brief update and commended staff for their hard work.

**EXECUTIVE SESSION –**

There was no Executive Session.

**ADJOURN**

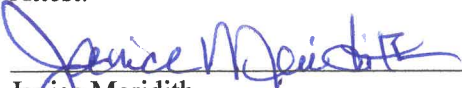
There being no additional business to bring before the Commission, Chairman Turnipseed requested a motion to adjourn the meeting.

Commissioner Neal made a motion seconded by Commissioner Ford to adjourn the meeting. Motion carried 6-0-1. (Commissioner Strickland was absent from the meeting.)

The Chairman adjourned the meeting at 2:26 p.m.

  
\_\_\_\_\_  
G. Ben Turnipseed,  
Commission Chairman

Attest:

  
\_\_\_\_\_  
Janice Meridith,  
Executive Commission Administrator



**Brunswick-Glynn Joint Water and Sewer Commission  
1703 Gloucester Street, Brunswick, GA 31520  
Wednesday, June 19, 2024, at 2:00 PM**

**COMMISSION MINUTES**

**PRESENT:**

**G. Ben Turnipseed, Chairman  
Clayton Watson, Vice-Chairman (via Teams)  
Charles Cook, Commissioner (via Teams)  
Wayne Neal, Commissioner  
Lance Sabbe, Commissioner  
Chad Strickland, Commissioner  
Dave Ford, Commissioner**

**ALSO PRESENT:**

**Andrew Burroughs, Executive Director  
Charles A. Dorminy, HBS Legal Counsel  
LaDonnah Roberts, Deputy Executive Director  
David Owens, Director of Finance  
Todd Kline, Director of Engineering  
Pam Crosby, Director of Procurement  
Janice Meridith, Executive Commission Administrator**

**MEDIA PRESENT:**

**Taylor Cooper, The Brunswick News**

Chairman Turnipseed called the meeting to order at 2:00 PM.

Commissioner Neal provided the invocation and Commissioner Ford led the Pledge of Allegiance.

**PUBLIC COMMENT PERIOD**

Chairman Turnipseed opened the public comment period.

There being no public comment, Chairman Turnipseed closed the public comment period.

**EMPLOYEE RECOGNITION – Chairman Turnipseed**

**Keith Hopkins** – Georgia Association of Water Professionals 2024 Top Operator of the Year

**Anthony Fuller** – Wastewater Collection System Operator Certification

**COMMITTEE UPDATES**

**Combined Facilities & Finance Committee Meeting** – Chairman Turnipseed provided an update on the Combined Facilities & Finance Committee Meeting held earlier the same day, June 19, 2024.

**AMENDED AGENDA APPROVAL**

Commissioner Neal made a motion seconded by Commissioner Sabbe to approve the agenda as amended. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

## **APPROVAL**

### **1. Minutes from the May 16, 2024 Regular Commission Meeting**

Commissioner Neal made a motion seconded by Commissioner Strickland to approve the minutes from the May 16, 2024, Regular Commission Meeting. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

### **2. Approval of Virtual Card Program and Limit – D. Owens**

Commissioner Sabbe made a motion seconded by Commissioner Neal to defer agenda item #2 until the July Commission Meeting. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

**3. Health Insurance Annual Renewal – A. Burroughs / Catina Tindall, First Coast Benefits Solutions**  
Catina Tindall with First Coast Benefits Solutions highlighted the background of JWSC's health insurance, historic numbers, plan details, current options and benefits considered, etc. There were no increases in employee premium costs. Based upon expected claims projections by United Healthcare, increasing the individual stop loss coverage to \$150,000 decreases expected costs by \$23,508.72 annually. If claims were to come in under projections by UHC, this would result in additional savings to the JWSC. Total annual maximum liability would increase \$7,940. Mr. Burroughs noted that in the Fiscal Year 2025 budget, Group Insurance is budgeted at \$1,599,100 from JWSC funding with expected staff contributions to be around \$350,000 based upon currently enrolled employee count. As vacant positions are filled, the employee contributions could increase to approximately \$400,000 annually, depending on coverage levels elected. This provides a total funding for the year at \$1,949,100-\$1,999,100 for health insurance. Should costs exceed this total, JWSC has established a Group Insurance Reserve with a current balance of \$952,862.

Commissioner Ford made a motion seconded by Commissioner Strickland that the Brunswick-Glynn Joint Water and Sewer Commission renew the employee insurance coverages to be effective August 1, 2024 as presented. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

### **4. Pension Plan IRS Addendum – D. Owens**

Mr. Owens stated that the Internal Revenue Service requires that the BGJWSC periodically requests IRS's review of our defined benefit retirement plan to be granted a favorable determination letter. A favorable determination letter expresses the IRS' opinion that the plan's terms (as stated in the plan document) meet the Internal Revenue Code's tax-qualification requirements. This is mandatory for:

- BGJWSC to deduct contributions made to the plan up to the applicable limits;
- The plan participants to be able to defer income taxes on the amounts contributed to the plan; and
- The plan participants' contributions to grow tax-deferred until distributed from the plan.

Mr. Owens added that JWSC has received notification from the Georgia Municipal Employees Benefit System ("GMEBS") that we must make this request to the IRS so we will be able to receive and file a new determination letter by March 31, 2025. GMEBS will assist us in this process, but they require that certain forms be signed and returned to them.

Commissioner Ford made a motion seconded by Commissioner Sabbe that the Brunswick-Glynn Joint Water and Sewer Commission Chairman be authorized to sign the forms required to facilitate the Internal Revenue Service review necessary to issue a favorable determination letter related to the JWSC defined benefit retirement plan. Motion carried 7-0-0. (Commissioner Cook and Commissioner Watson voted YES via Teams.)

## **5. Fiscal Year 2025 Rate Resolution – A. Burroughs**

Mr. Burroughs recalled that each year the Brunswick-Glynn Joint Water and Sewer Commission reviews the resolution previously passed by the Board to document rates and fees associated with JWSC's products and services to our customers (the "Rate Resolution"). This document is a public record, and it is made available to interested parties on the JWSC website as well as upon request for printed copies. Mr. Burroughs provided a redlined Rate Resolution draft for Fiscal Year ending June 30, 2025, and explained the 5 proposed revisions including:

1. Administrative Base Charge fees for water and sewer have been adjusted per the Board's approval of this item at the May 16, 2024, meeting for an increase of \$0.50. (page 2 of 8)
2. Resident Equivalent Unit (REU) fees for water and sewer have been adjusted per the Board's approval of this item at the May 16, 2024, meeting for an increase of \$0.25. (page 2 of 8)
3. User rates for water and sewer usage over 1,000 gallons per month have been adjusted per the Board's approval of this item at the May 16, 2024, meeting for an increase of 3%. (page 2 of 8)
4. Industrial fees for Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) have been adjusted using the rolling average of the past three years costs. (page 2 of 8)
5. Water installation services where work is required to cross a divided roadway will be "At Cost". (page 5 of 8)

Commissioner Sabbe made a motion seconded by Commissioner Ford that the Brunswick-Glynn Joint Water and Sewer Commission approve the attached Rate Resolution for the fiscal year ending June 30, 2025. Motion carried 7-0-0. (Commissioner Cook and Commissioner Watson voted YES via Teams.)

## **6. Newcastle & Sea Palms W. Drive Paving Contract – A. Burroughs**

Mr. Burroughs provided that the JWSC has two large paving repairs that are over two years old. One is 920 feet of Sea Palms West Drive that needs repaving following issues created by defects in the existing sewer lines. These sections were repaired via CIPP by Insituform. The other is 236 feet of Newcastle Street that needs repaving following issues created by defects in the existing sewer line. This section was repaired via open cut method by JWSC staff. The JWSC has struggled to get paving contractors to price prospective work for the past few years. Staff has been able to make some progress on smaller patch jobs based upon monthly paving lists generated from road cuts by SP&M and Water Distribution. Evans Asphalt Repair, LLC has provided quotes to repair these two larger repairs: Sea Palms West Drive in the amount of \$113,344.00, and Newcastle Street in the amount of \$83,489.80. Staff have been unable to receive quotes from other contractors to complete these paving repairs. This item will be funded by the SP&M Operations budget.

Commissioner Ford made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission award a contract to Evans Asphalt Repair LLC for paving repairs to Newcastle Street and Sea Palms West Drive in the amount of \$196,833.80. Motion carried 7-0-0. (Commissioner Cook and Commissioner Watson voted YES via Teams.)

## **7. Dunbar Creek Change Order No. 4 – A. Burroughs**

Mr. Burroughs gave a brief background on the design-build contract and change orders with BRW Construction Group for the Dunbar Creek WPCF Rehab project. He then explained why Change Order No. 4 is being requested for approval. Aeration Basin No. 2 at Dunbar Creek has an 18" butterfly valve on the effluent line conveying flow to the clarifiers. This butterfly valve has caused issues recently when it has vibrated itself closed, causing backups into the aeration basin. Due to operator intervention, performance issues were not experienced; however, given that Dunbar Creek is not manned continuously, there is significant risk to leaving this valve as is. Due to process changes over time, there is little use for this valve to remain in place. Staff requested BRW to look at installing a line stop downstream of the valve and to remove the valve from the line. The cost to perform this work is \$40,253. The new reuse water system that has been installed at Dunbar Creek is currently uncovered. The hope was that the structure over the old filter structured could be reused to cover the reuse system. However, the cost to modify the structure exceeds the cost to install a new structure over the reuse system. The cost to install a new structure over the reuse pump skid is \$12,840. The combined cost of these two items is \$53,093. Staff recommends moving forward with

these two improvements which would increase the total value of the contract for the Dunbar Creek WPCF Rehab project to a total amount of \$8,441,508.47 to cover the costs associated with the additional scope of work. This portion of the project is funded by the R&R Reserve and is JWSC Capital Project No. 2106R.

Commissioner Neal made a motion seconded by Commissioner Sabbe that the Brunswick-Glynn Joint Water and Sewer Commission approve Change Order No. 4 in the amount of \$53,093.00 to BRW Construction Group, LLC for scope changes associated with the Dunbar Creek WPCF Rehab project. Motion carried 7-0-0. (Commissioner Cook and Commissioner Watson voted YES via Teams.)

#### **8. Contract Award – Exit 42 Elevated Storage Tank – A. Burroughs**

Mr. Burroughs advised that elevated water storage is a vital component for reliability and operational efficiencies for a water system. The GA EPD recommends public water systems provide for an elevated storage volume equal to their average 24-hour demand to accommodate peak flows and fire flows. The JWSC North Mainland continues to experience increased residential and commercial growth which brings an associated demand for potable water and fire protection provision. In concert with the JWSC Master Plan, recent planned improvements have included water production (well) facilities such as Ridgewood WPF and Canal WPF as well as the construction of multiple water main loops to improve flow, operational and quality conditions. An elevated storage tank to support the current and projected demands of the Spur25/SR99/I-95 Exit 42 service area will improve the North Mainland system by providing resiliency with demand and operational control. JWSC staff designed and solicited for the construction of a 750,000-gallon composite elevated water tank to be constructed on property obtained from the Golden Isles Development Authority, adjacent to and south of I-95 Exit 42. Staff recommends awarding a contract to the apparent low bidder Phoenix Fabricators & Erectors, LLC in the amount of \$4,734,713.00. This item will be funded by the Series 2021 Bond Issuance and is Capital Project No. 2213. The original budget set for this project was \$3,000,000, of which \$2,977,188 remains uncommitted. The remaining \$1,757,525 will come from the currently uncommitted balance of the bond issuance of \$2,363,086.

Commissioner Sabbe made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission award a contract to Phoenix Fabricators & Erectors, LLC, for construction of Exit 42 Elevated Storage Tank in the amount of \$4,734,713.00. Motion carried 7-0-0. (Commissioner Cook and Commissioner Watson voted YES via Teams.)

#### **9. Dedications of Easements and Infrastructure – T. Kline**

- **Fifty Oaks Subdivision** – Dedication of Infrastructure and Easement

Mr. Kline provided that the Developer of the Fifty Oaks Subdivision has submitted legal documents to define and execute the transfer of ownership. The infrastructure is understood to have complied with applicable standards at the time of construction. JWSC inspection records indicate the infrastructure was constructed to JWSC Standards, is functioning, and is in acceptable condition. All requirements of the JWSC Standards for Water and Wastewater System Design and Construction and Development Procedures have been met, and all related documents submitted.

Commissioner Strickland made a motion seconded by Commissioner Sabbe that the Brunswick-Glynn Joint Water and Sewer Commission approve and accept this project with associated documentation. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

#### **EXECUTIVE DIRECTOR'S UPDATE**

Mr. Burroughs provided the Commissioners with a brief update.

#### **COMMISSIONERS' DISCUSSION**

Commissioner Sabbe suggested the Commission consider approving June 19<sup>th</sup> as a holiday same as the City, County, and Federal Governments.



## **CHAIRMAN'S UPDATE**

The Chairman provided the Commissioners with a brief update and commended staff for their efforts and successful town hall meetings.

## **EXECUTIVE SESSION – Personnel with a vote to be taken after.**

Commissioner Neal made a motion seconded by Commissioner Strickland to enter into Executive Session to discuss Personnel with a vote to be taken after. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

Return to Regular Session

Commissioner Sabbe made a motion seconded by Commissioner Neal to return to Regular Session. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

## **10. Executive Director's Employment Agreement – Amendment #4**

Commissioner Neal made a motion seconded by Commissioner Watson to approve the 4<sup>th</sup> Amendment to the Executive Director's Employment Agreement effective July 1, 2024. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

## **ADJOURN**

There being no additional business to bring before the Commission, Chairman Turnipseed requested a motion to adjourn the meeting.

Commissioner Neal made a motion seconded by Commissioner Strickland to adjourn the meeting. Motion carried 7-0-0. (Commissioner Cook and Watson each voted YES via Teams).

The Chairman adjourned the meeting at 3:12 p.m.

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G. Ben Turnipseed,  
Commission Chairman

Attest:

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Janice Meridith,  
Executive Commission Administrator



# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

# *Memorandum*

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**To:** Brunswick-Glynn Joint Water and Sewer Commission  
**From:** Andrew Burroughs, Executive Director  
**Date:** Thursday, July 17, 2024  
**Re:** Approval – JWSC Holiday Policy

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### **Background:**

Section 4.4 of the JWSC Human Resources Standards of Practice outlines the holidays recognized as official holidays for the employees of the JWSC. Juneteeth (June 19<sup>th</sup>) was recognized as a federal holiday in 2021 to commemorate the ending of slavery in the United States. The City of Brunswick and Glynn County recognize Juneteeth as official holidays for City and County employees.

### **Staff Report**

The JWSC currently has a list of 11 recognized holidays as shown in the attached HR SOP. For official JWSC holidays, the administrative offices are closed, and the majority of employees are not required to work. For employees that would typically be required to work, staff receives eight (8) hours of holiday pay.

However, a limited number of staff in Water Production and Wastewater Treatment are required to work the holidays. These staff members receive doubletime for hours worked on the holiday.

### **Recommended Action**

Staff recommends amending JWSC HR SOP Section 4.4 as shown in the attached redlines to add Juneteenth to the list of JWSC approved holidays.

### **Recommended Motion**

*“I move that the Brunswick-Glynn Joint Water and Sewer Commission approve the amendment of JWSC HR SOP Section 4.4 as shown in the attached.”*

### **Enclosures**

JWSC HR SOP Section 4.4 – Redlined

Section 4.4  
HOLIDAYS

**STANDARD**

The JWSC recognizes eleven (11) standard holidays. These holidays are recognized nationally and are not chosen based upon any religious uniqueness. Due to the nature of some services provided to the citizens, some employees are required to work on holidays.

**PRACTICE GUIDELINES**

**1. Recognized Holidays:** The following are designated as official holidays for employees of the JWSC:

- New Year's Day
- Martin Luther King Jr. Day
- Presidents' Day
- Memorial Day
- Juneteenth
- (Such other holidays as may be approved by the JWSC)
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day and the day after
- Christmas Day and the day before

**2. Observing the Holiday:** All employees, including new employees who have not completed the introductory employment period, will be paid holiday pay for scheduled work hours that fall on the holiday when they are not required to work the scheduled hours. Employees whose schedule would not normally require work on a holiday will receive eight (8) hours of holiday pay.

- A. A holiday falling on Saturday will be observed the preceding Friday. Holidays falling on Sunday will be observed the following Monday by employees who normally work weekdays (between Monday and Friday). Christmas holidays falling on or over a weekend will be observed at the discretion of the Executive Director.
- B. Holidays which occur during an employee's sick leave or vacation leave shall not be charged against sick or vacation leave for such days off.
- C. A holiday observance calendar will be prepared and posted annually by January 15<sup>th</sup> each year.

**3. Holiday Work:**

- A. Non-exempt employees who are normally scheduled to work on the holiday and do work their normal shift will receive double time for working their scheduled shift on the holiday. Holiday pay will not apply.
- B. Nonexempt employees who are not required to work their normal scheduled hours on the holiday but who are called back in to work or take SCADA calls will receive pay for those non-scheduled hours based on normal policies for those hours in addition to their holiday pay.
- C. Any exempt employee who is regularly scheduled to work on a designated holiday shall receive his or her regular compensation, but may schedule another day off in observance of the holiday, with the approval of the supervisor or division head.

4. **Effect of Unauthorized Leave:** An employee scheduled to work and absent without authorized leave on the work day preceding and/or the work day following a day observed as holiday shall not receive regular compensation for the holiday.
5. **Emergencies:** An employee who is scheduled to be off duty on a holiday may be called back in to work during an emergency situation. Such decisions will be made by the Director or the division head.



# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

# *Memorandum*

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**To:** Brunswick-Glynn Joint Water and Sewer Commission  
**From:** Andrew Burroughs, P.E., Executive Director  
**Date:** Thursday, July 18, 2024  
**Re:** Approval – Capital Equipment Purchase – Portable CCTV Reel

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### **Background**

The JWSC utilizes CCTV technology to inspect pipelines within the Sewer Collections system. The typical inspection is performed by staff within the equipment van itself. However, at times in crowded areas, vehicle access is not possible. For this situation, a portable reel unit is needed. Example situations where this is helpful are when sewer lines are in residential back yards or even in some more open areas if ground conditions make using the full CCTV van more challenging.

### **Staff Report**

JWSC CCTV vans utilized RapidView IBAK camera systems. The requested purchase is for one (1) RapidView IBAK Model KW206 portable CCTV Reel unit including BP100 control console, cable drum and boom, camera cable and mobile rack. The unit will be utilized by the Systems Monitoring staff within the Systems Pumping and Maintenance division. The amount of the quotation includes a Sourcewell Contract# 120721-RVL program discount of \$1,611.12 for a net total purchase price of \$41,437.38.

This item was presented to the Facilities and Finance Committees on July 17, 2024.

### **Funding Source**

This equipment was approved in the capital purchase line item of the FY2025 budget for the Systems Pumping and Maintenance division with a budgeted cost of \$50,000.

### **Recommended Action**

Staff recommends that JWSC move forward with the purchase of one (1) RapidView IBAK Portable CCTV Reel and the associated appurtenances for use.

### **Recommended Motion**

*“I move that the Brunswick-Glynn Joint Water and Sewer Commission purchase one (1) portable CCTV reel unit from Jet-Vac Equipment Company, LLC, in the amount of \$41,437.38 as presented.”*

### **Enclosures**

Quote Q00670 from Jet-Vac Equipment Company, LLC dated June 11, 2024  
Estimate 004905 from Jet-Vac Equipment Company, LLC dated June 14, 2024



**Date:** 06/11/2024

**Quoted To:**  
 Brunswick-Glynn JWSC  
 Attn: Accounts Payable\*  
 (Lora) LMoore@bgjwsc.org  
 Brunswick GA 31520-6902

**Location:** APOPKA  
**Quote Number:** Q00670  
**Expiry Date:** 09/30/2024  
**Salesperson:** MIKE SHELTON  
 MIKE@JET-VAC.COM  
**Responsible:** Brittany Windham  
 brittany@jet-vac.com  
**Attention:** Frank Clark

We propose to furnish the equipment described herein in accord with the specification, terms, and conditions outlined.

BP100 Control Console	11,624.00
KW206 cable Drum + Boom	20,284.00
KW206 CAMERA CABLE TYPE 524/11 656 FEET	4,941.00
Mobile Rack for KW 206 Type 3	3,429.00
<b>Additional Charges</b>	
EQP SHIPPING	500.00
EQP SOURCEWELLDISCOUNT	-1,611.12
<b>Parts</b>	
EU2200ITA	1,099.00

**Comments**  
 Sourcewell Contract #120721-RVL  
 RapidView - Underground Infrastructure  
 Maturity Date: 01/17/2026

**Selling Price:** 40,265.88  
**Tax:**

**Net Selling  
Price:**

40,265.88

**Accepted by:**

**Prepared by:**



CABLE LENGTH  
**656'**  
200m





5746 Broad Street  
SUMTER, SC 29154

5500 S Cobb Drive, Bld 200, Suite 210  
ATLANTA, GA 30339

4036 Bennett Road  
COOKEVILLE, TN 38506

1350 Sheeler Avenue, Building 12, Unit 7  
AOPKA, FL 32703

www.jet-vac.com

**Ship To:** BRUNSWICK-GLYNN JWSC  
.  
2909 Newcastle St  
Brunswick, GA 31520-4011

**Invoice To:** Brunswick-Glynn JWSC  
Attn: Accounts Payable\*  
(Lora) LMoore@bgjwsc.org  
Brunswick GA 31520-6902

Attention: Frank Clark

Branch 10 - SUMTER		
Date 06/14/2024	Time 16:03:12 (O)	Page 1
Account No BRUNS001	Phone No 9122617152	Est No 01 004905
Ship Via UPS	Purchase Order TBD	
Tax ID No 303-565619	303-565619	
		Salesperson MS2 / JC1

ESTIMATE EXPIRY DATE: 10/31/2024

Part#	Description	U	Qty	Price	Amount
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**PARTS ESTIMATE - NOT AN INVOICE**

\*\*\*Estimated price does NOT include shipping charges and will be charged if applicable\*\*\*

KW305/505 Upper deflection pulley (attaches to boom)  
PULLEY USED TO PERFORM OFFSET INSPECTIONS

802617031	Cable Deflectio	1	1171.50	1171.50
	Cable Deflection Pulley KW305/505			
			Subtotal:	1171.50
			TOTAL:	1171.50

Authorization: \_\_\_\_\_

## Upper Deflection Pulley

ACCESSORIES

If you occasionally have to set up off the road or any distance from the inspection vehicle, you simply must have an upper deflection pulley. This pulley converts the lateral force exerted onto the cable, turning into vertical force which allows your synchronized KW 305 or KW 505 to operate effectively. This simple attachment protects the cable, reduces the strain on the entire system, and helps you travel greater distances in the pipeline!



Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% monthly finance charge.

**Thank You For Your Business!**





# *Brunswick-Glynn*

## *Joint Water and Sewer Commission*

# *Memorandum*

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**To:** Brunswick-Glynn Joint Water & Sewer Commission  
**From:** Todd Kline, P.E., Director of Engineering  
**Date:** Thursday, July 18, 2024  
**Re:** Infrastructure Dedication & Conveyance of Easement – Superior Storage

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### **Background**

The Brunswick-Glynn Joint Water & Sewer Commission (JWSC) Standards for Water & Wastewater System Design and Construction and Development Procedures support the acceptance of privately constructed water and wastewater systems as public infrastructure, when specified conditions are met. JMS Brunswick LLC, owners of Superior Storage at 6300 New Jesup Highway in Brunswick, wishes to dedicate infrastructure and convey an easement.

JWSC was approached by a resident who lives in the Stu Daniel area off Old Jesup Road about connecting to JWSC services due to a failing well. Extending the existing private 8-inch water service to Old Jesup Road enables JWSC to offer public water to residents of the Daniels Tract, Stu Daniels Lands and Jackson Heights areas.

### **Staff Report**

JMS Brunswick LLC has submitted legal documents to define and execute the transfer of ownership. The infrastructure is understood to have complied with applicable standards at the time of construction. JWSC inspection records indicate the infrastructure was constructed to JWSC Standards, is functioning and is in acceptable condition.

### **Recommended Action**

All requirements of the JWSC Standards for Water & Wastewater System Design and Construction and Development Procedures have been met, and all related documents submitted. Staff recommends acceptance and approval of the dedication of infrastructure and easements described herein.

### **Recommended Motion**

*“I move that the Brunswick-Glynn Joint Water and Sewer Commission approve and accept this project with associated documentation.”*

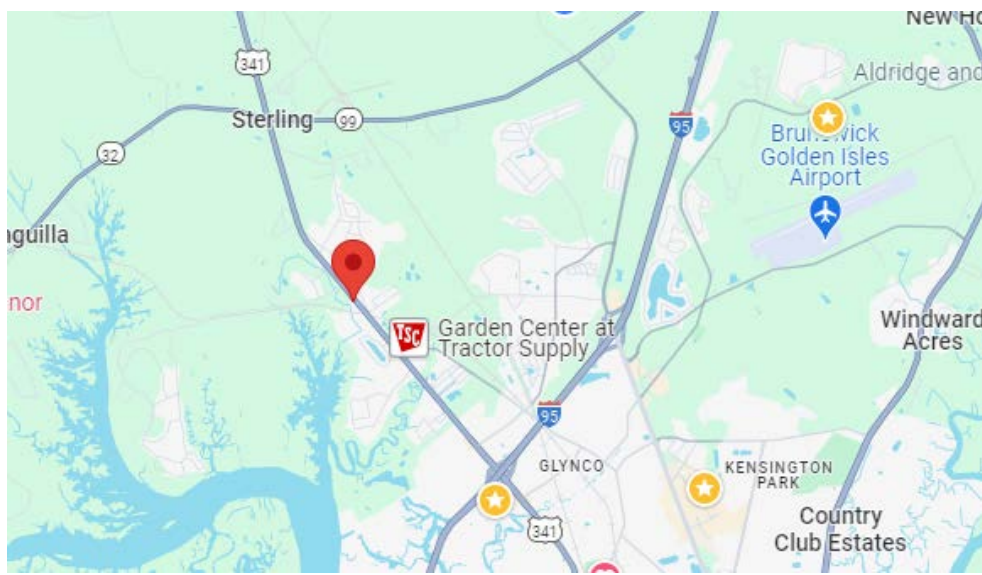
### **Enclosures for Superior Storage Dedication & Easement**

1. Dedication of Infrastructure (Requires Chairperson Signature)
2. Easement (Requires Chairperson Signature)
3. Water Easement Exhibit

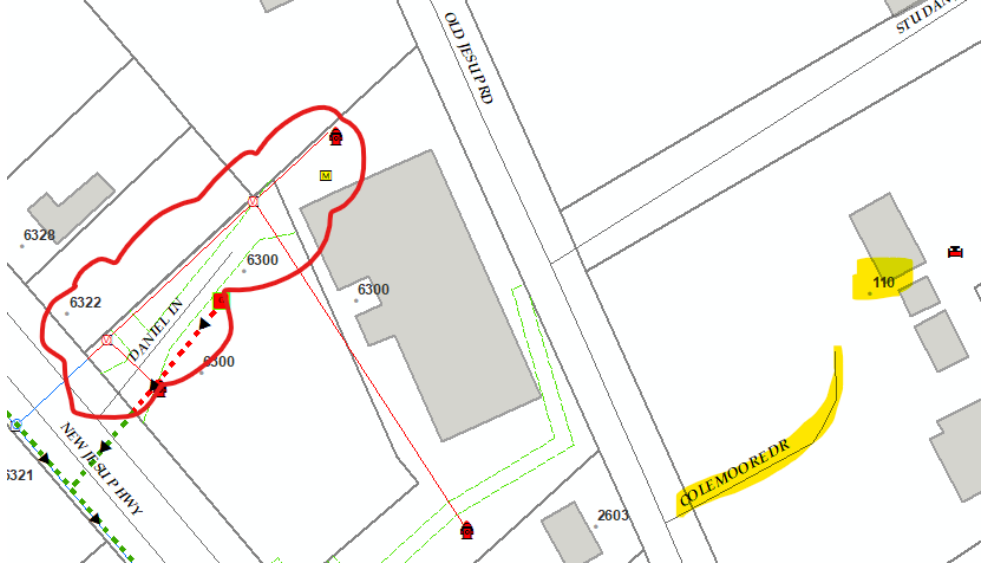
**SUPERIOR STORAGE WATER EASEMENT – 6300 New Jesup Highway**

<b>Owner of Record</b>	JMS Brunswick LLC (Fond Du Lac, WI)
<b>Legal Documents under Consideration</b>	<ol style="list-style-type: none"> <li>1. Dedication of Infrastructure Application             <ul style="list-style-type: none"> <li>➤ Water = 303 linear feet of 8-inch C900 PVC</li> </ul> </li> <li>2. Water Easement</li> </ol>
<b>Supporting Documents</b>	Exhibit of Proposal to Dedicate Infrastructure
<b># of New Connections</b>	Customers within 500 feet north and south on Old Jesup Road from the point of the proposed water line extension.
<b>Background</b>	JWSC was approached by a customer at 110 Cole Moore Drive who is interested in connecting to public water due to an aging well. This provided an opportunity for JWSC to approach the Superior Storage facility on dedicating their private water line so JWSC could extend it through to Old Jesup Road for 110 Cole Moore Drive and additional future customers.

**Location Map – 6300 New Jesup Highway, Brunswick**



**GIS Map – To be Updated following Acceptance of Infrastructure**



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(Above the Line Reserved for Clerk Recording Data)

Return to:  
Brunswick-Glynn County Joint  
Water and Sewer Commission  
Attn: Andrew Burroughs, Exec. Dir.  
1703 Gloucester Street  
Brunswick, GA 31520

**STATE OF GEORGIA  
COUNTY OF GLYNN**

**WATER AND SEWER UTILITIES EASEMENT**

**THIS WATER AND SEWER UTILITIES EASEMENT** grant and dedication, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between, **JMS BRUNSWICK LLC**, a Delaware limited liability company, (hereinafter referred to as the “Grantor”) and the **BRUNSWICK-GLYNN COUNTY JOINT WATER AND SEWER COMMISSION**, a body corporate and politic and a public corporation, established by a Local Act of the General Assembly of the State of Georgia, acting by and through its Commissioners (hereinafter referred to as the “Grantee”).

**WITNESSETH:**

For and in consideration of the premises, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Grantor does hereby grant and convey unto said Grantee, its successors and assigns, a perpetual non-exclusive easement and right to construct, reconstruct, install, locate, relocate, maintain, repair, replace and use water lines,

sanitary sewer lines, valves, manholes, such other lines as are reasonably necessary for water and sewer service, and related equipment and facilities over, across and through a portion of the Grantor's Property (the "Easement Area"), described as follows:

***SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.***

1. Grant of Easement for Utilities:

a. Grantor hereby transfers and conveys a non-exclusive easement in and to all property described in Exhibit "A" solely for the location, maintenance, and repair of water lines, sanitary sewer lines, valves, manholes, and related equipment and facilities (hereinafter referred to as "Water and Sewer Utilities") in the Easement Area. Grantee shall take all reasonable precautions, including, but not limited to, posting signs and placing fencing and barricades as are necessary in the interest of public safety and for the safety of any persons working on or traveling upon or in any way using the Easement Area. Grantee shall also be responsible for and take all reasonable precautions for the protection of all persons and of real and personal property situated on the perimeter adjacent to or abutting the Easement Area. To the maximum extent permitted by law, Grantee shall use and occupy the Easement Area at Grantee's own risk.

b. The grant of this easement includes the right at all times for representatives of Grantee to enter upon said Easement Area for purposes described herein, including the right to cut away and keep clear of Water and Sewer Utilities any and all vegetation that might, in the reasonable opinion of the Grantee, endanger or injure the Water and Sewer Utilities or their appurtenances, or interfere with their proper operation or maintenance; the right of ingress to and egress from the Easement Area across the land referred to herein for the purpose of exercising the rights herein granted; provided, that failure of the Grantee to exercise any of the rights herein

granted shall not be construed as a waiver or abandonment of the right hereafter at any time and from time to time to exercise any or all of same. Grantee agrees to repair or replace at its sole cost and expense any damage to Grantor's Property caused by Grantee or its representatives accessing the Easement Area. Grantee shall not be liable for, or bound by, any statement, agreement or understanding not herein expressed.

c. Subsequent to the date of this easement, Grantor shall not construct a building, shed, mobile home, fence, swimming pool or other such permanent structures, or plant any crops, trees or large shrubs over the Water and Sewer Utilities nor within the boundary of the Easement Area and, that any such permanent structure placed upon, or vegetation planted within the Easement Area in contradiction herein shall be removed at the property owner's expense.

d. In the event a building or other structure should be erected within the Easement Area, no claim for damages shall be made by Grantor, its heirs or assigns, on account of any damage that might occur to such structure, building or contents thereof due to the operation or maintenance of said Water and Sewer Utilities or their appurtenances.

e. Grantor has the right, from time-to-time but at Grantor's sole cost and expense, to elect that Grantee relocate the Water and Sewer Utilities (and/or to relocate any part of the easement) if Grantor determines, in its sole discretion, that it would be necessary or convenient to do so in connection with Grantor's use of the Grantor's Property.

f. Prior to Grantor granting additional non-exclusive easement rights within the Easement Area to a third-party grantee, Grantor shall provide written notice to Grantee of such intention and for ten (10) days after the date of such notice, provide Grantee an opportunity to review and make reasonable requests to protect Grantee's assets within the Easement Area.

Grantor thereafter shall make a good faith effort to make any reasonable accommodations timely requested by Grantee.

2. Maintenance: Except as hereinafter provided, that in the event excavation, construction, reconstruction, installation, location, relocation, maintenance, repair or replacement are necessary to the Water and Sewer Utilities, or equipment and facilities, as described above, the Grantee shall, at its expense, perform such work.

3. Limitation of Easement Rights: The Grantor does not convey any land, but merely grants the rights, privileges and easement herein above set out.

4. Encumbrances: Grantor is legally qualified and entitled to grant the easement herein with respect to the lands described. The easement and Easement Area are subject to any and all matters of record and those matters which a personal inspection or an accurate survey of the Easement Area would reveal. GRANTEE ACCEPTS THE EASEMENT AND EASEMENT AREA "AS IS", "WHERE AS" AND "WITH ALL FAULTS."

5. Term: Notwithstanding anything to the contrary contained herein, Grantor may terminate this easement in the event that (A) the easement is vacated or abandoned, or (B) Grantee stops supplying water and sewer services to the Grantor's Property for other than nonpayment of Grantor's water and/or sewer utility bill received from Grantee. If this easement is terminated, then at Grantor's request, Grantee shall, at Grantee's sole cost, execute any and all documents or instruments required to remove the easement from the Grantor's Property and the applicable public records. Upon vacating the Easement Area, Grantee shall, at its cost, (A) repair any damage to the Easement Area and the Grantor's Property caused by Grantee's use thereof or caused by Grantee's removal of the Water and Sewer Utilities or Grantee's materials, equipment, or other property therefrom, and (B) restore the Easement Area to substantially the same condition as existed before

Grantee first began using the Easement Area for the Water and Sewer Utilities.

**TO HAVE AND TO HOLD** the above-described water and sewer easement rights in and to the said Easement Area to the Grantee, so that neither the Grantor nor any person or persons claiming under it shall at any time, by an means or ways, dispute the perpetual non-exclusive easement right of the Grantee to the use of said easement.

*(remainder of page intentionally left blank)*

**IN WITNESS WHEREOF**, the said Grantor has set their hand and affixed their seal of the undersigned and delivered these presents on this the day and year first above written.

Printed Name of Grantor: \_\_\_\_\_

Title of Grantor: \_\_\_\_\_

Signature of Grantor: \_\_\_\_\_

Date Signed: \_\_\_\_\_

***STAMP CORPORATE SEAL (if Grantor is an LLC or INC)***

Printed Name of Unofficial Witness:
Signature of Unofficial Witness:
Signed, sealed and delivered on this _____ day of _____, 2024 and in the presence of:
Signature of Notary Public:
My Commission Expires:

***STAMP  
NOTARIAL  
SEAL***

***ACCEPTED THIS \_\_\_\_\_ DAY  
OF \_\_\_\_\_ 20\_\_\_\_***

***Brunswick Glynn Joint Water & Sewer Commission***

\_\_\_\_\_  
Printed Name of Chairman

\_\_\_\_\_  
Signature of Chairman

***ATTEST TO***

\_\_\_\_\_  
Printed Name Commission Clerk

\_\_\_\_\_  
Signature of Commission Clerk

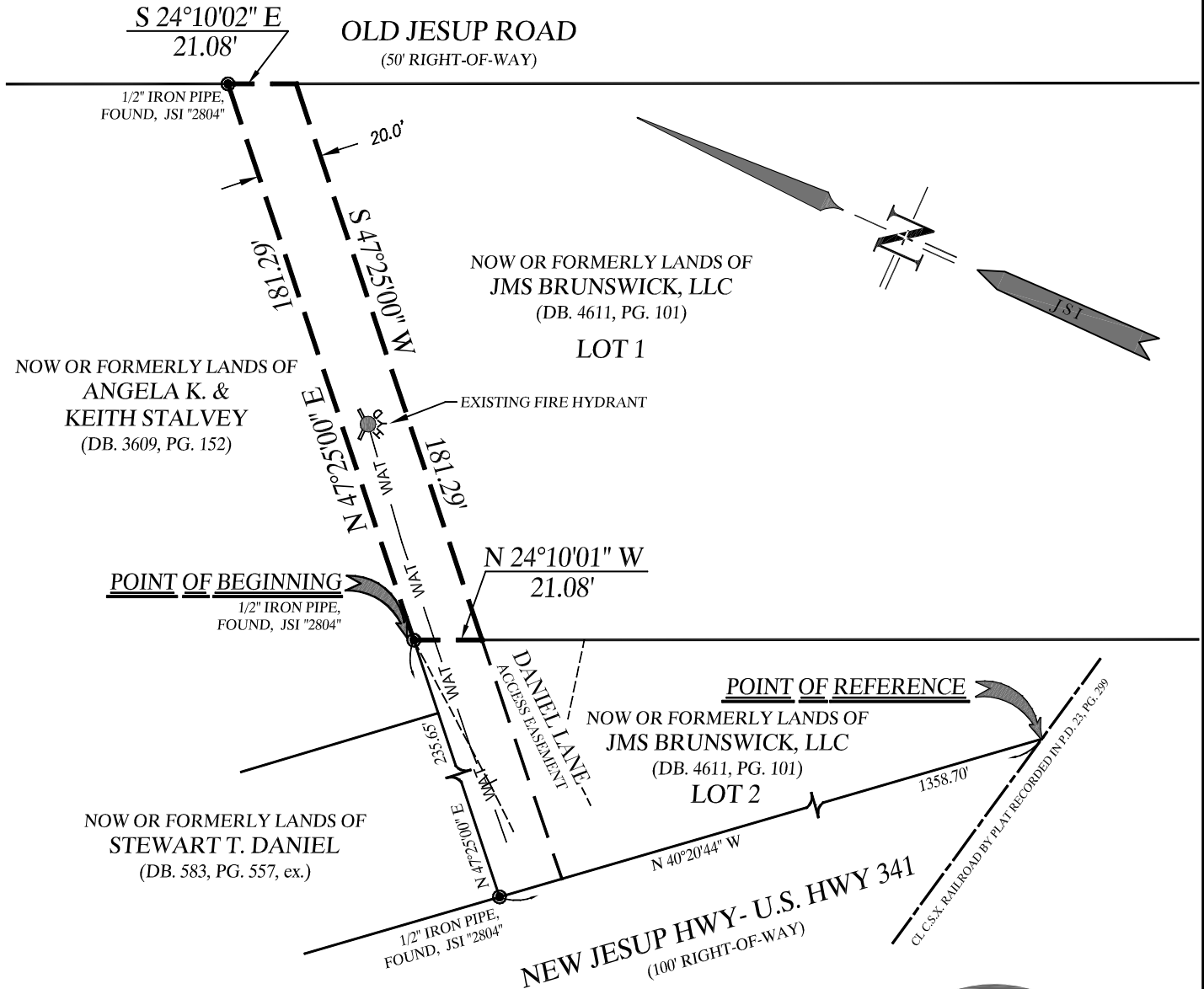


MAP TO SHOW SKETCH OF  
A 20' WATER LINE EASEMENT OVER A PORTION OF LOT 1,  
BRUNSWICK STORAGE CENTER,  
1356th G.M.D., GLYNN COUNTY, GEORGIA

(ACCORDING TO PLAT RECORDED IN P.B. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY)

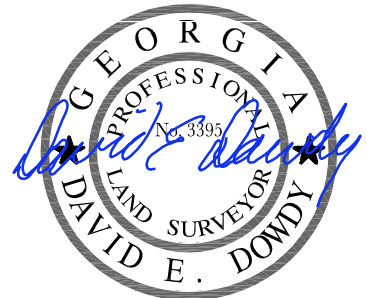
TOTAL AREA: 0.083 ACRES

THE PURPOSE OF THIS SKETCH IS TO FOLLOW A LEGAL DESCRIPTION



**NOTES:**

1. BEARINGS SHOWN HEREON REFER TO THE BEARING OF N40°20'44"E FOR THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 341, A.K.A. NEW JESUP HIGHWAY, ACCORDING TO SURVEY BY JAMES L. CONINE, DATED APRIL 20, 1988.
2. THIS SKETCH WAS DONE WITHOUT THE BENEFIT OF A TITLE ABSTRACT.
3. THERE MAY EXIST RESTRICTIONS OR ENCUMBRANCES AFFECTING THE SUBJECT PROPERTY THAT ARE NOT KNOWN TO JACKSON SURVEYING, INC.

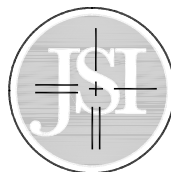
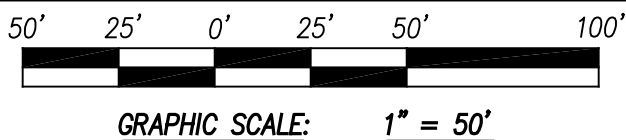


DAVID E. DOWDY  
 GA. PROFESSIONAL SURVEYOR No. 3395

SHEET 1 OF 2

DATE OF SKETCH: MARCH 05, 2024

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN INFINITE FEET.



**JACKSON SURVEYING, INC.**  
 Surveyors and Land Planners  
 LSF001244

**I HEREBY CERTIFY:** THAT THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE BOARD RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-6-67.

207 ROSE DRIVE  
 BRUNSWICK, GEORGIA 31520  
 email: info@brunswicksurveyor.com

Ofc. (912) 265-3856

DWN. BY: D.E.D.

CKD. BY: K.C.J.

DWG. NO. A0328 03-00-24

MAP TO SHOW SKETCH OF  
A 20' WATER LINE EASEMENT OVER A PORTION OF LOT 1,  
BRUNSWICK STORAGE CENTER,  
1356th G.M.D., GLYNN COUNTY, GEORGIA

(ACCORDING TO PLAT RECORDED IN P.B. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY)

TOTAL AREA: 0.083 ACRES

THE PURPOSE OF THIS SKETCH IS TO FOLLOW A LEGAL DESCRIPTION

LEGAL DESCRIPTION:

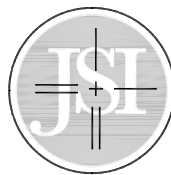
ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A 20-FOOT WATER LINE EASEMENT OVER A PORTION OF LOT 1, BRUNSWICK STORAGE CENTER, ALL LOCATED IN THE 1356TH G.M.D., GLYNN COUNTY, GEORGIA, (ACCORDING TO PLAT RECORDED IN P.D. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS; FOR A POINT OF REFERENCE COMMENCE AT THE POINT WHERE THE CENTERLINE OF THE CSX RAILROAD INTERSECTS THE NORTHEASTERLY RIGHT-OF-WAY LINE OF THE NEW JESUP HIGHWAY (A 100-FOOT RIGHT-OF-WAY AS NOW ESTABLISHED) AND FROM SAID POINT RUN NORTH 40°-20'-44" WEST ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 1358.70 FEET TO A 1/2" PIPE, FOUND AT THE SOUTHERNMOST CORNER OF NOW OR FORMERLY LANDS OF STEWART P. DANIEL (ACCORDING TO DEED RECORDED IN D.B. 583, PG. 57, ex. OF THE PUBLIC RECORDS OF SAID COUNTY), SAID POINT ALSO BEING THE WESTERNMOST CORNER OF LOT 2, BRUNSWICK STORAGE CENTER (ACCORDING TO PLAT RECORDED IN P.D. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY); RUN THENCE NORTH 47°-25'-00" EAST ALONG THE NORTHWESTERLY LINE OF SAID LOT 2, THROUGH AND ALONG THE SOUTHEASTERLY LINE OF AFOREMENTIONED LANDS OF STEWART DANIEL AND ALONG THE SOUTHEASTERLY LINE OF NOW OR FORMERLY LANDS OF ANGELA K. & KEITH STALVEY (ACCORDING TO DEED RECORDED IN D.B. 3609, PG. 152 OF THE PUBLIC RECORDS OF SAID COUNTY), A DISTANCE OF 235.65 FEET TO A 1/2" PIPE, FOUND AT NORTHERNMOST CORNER OF SAID LOT 2, THE SAME BEING THE WESTERNMOST CORNER OF LOT 1, BRUNSWICK STORAGE CENTER, FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED; CONTINUE NORTH 47°-25'-00" EAST ALONG THE NORTHWESTERLY LINE OF SAID LOT AND AFOREMENTIONED SOUTHEASTERLY LINE OF NOW OR FORMERLY LANDS OF ANGELA K. & KEITH STALVEY, A DISTANCE OF 181.29 FEET TO A 1/2" PIPE FOUND AT THE EASTERNMOST CORNER LAST MENTIONED LANDS AND THE NORTHERNMOST CORNER OF AFOREMENTIONED LOT 1, SAID POINT ALSO BEING ON THE SOUTHWESTERLY LINE OF OLD JESUP ROAD (A 50-FOOT RIGHT-OF-WAY); RUN THENCE SOUTH 24°-10'-02" EAST ALONG LAST MENTIONED SOUTHWESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 21.08 FEET TO A POINT; RUN THENCE SOUTH 47°-25'-00" WEST, A DISTANCE OF 181.29 FEET TO A POINT ON THE SOUTHWESTERLY LINE OF AFOREMENTIONED LOT 1 AND THE NORTHEASTERLY LINE OF THE AFOREMENTIONED LOT 2; RUN THENCE NORTH 24°-10'-01" WEST ALONG LAST MENTIONED NORTHEASTERLY LINE. A DISTANCE OF 21.08 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.083 ACRES AND IS SUBJECT TO ANY EASEMENTS OF RECORD THAT MAY LIE WITHIN.

SHEET 2 OF 2

DATE OF SKETCH: MARCH 05, 2024



**JACKSON SURVEYING, INC.**

*Surveyors and Land Planners*  
LSF001244

207 ROSE DRIVE  
BRUNSWICK, GEORGIA 31520

email: [info@brunswicksurveyor.com](mailto:info@brunswicksurveyor.com)

Ofc. (912) 265-3856

DAVID E. DOWDY  
GA. PROFESSIONAL SURVEYOR No. 3395

DWN. BY: D.E.D.

CKD. BY: K.C.J.

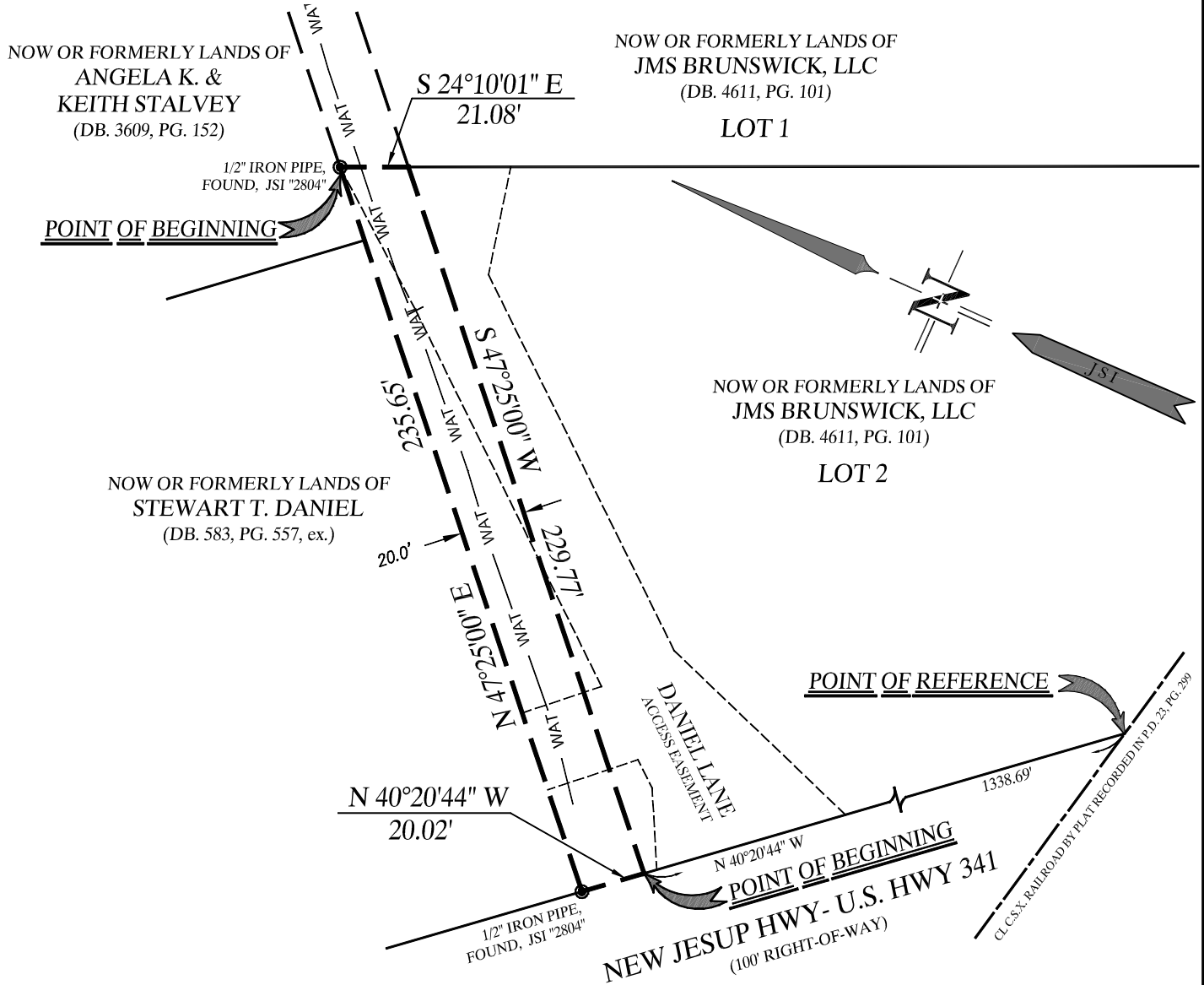
DWG. NO. A0328 03-00-24

MAP TO SHOW SKETCH OF  
A 20' WATER LINE EASEMENT OVER A PORTION OF LOT 2,  
BRUNSWICK STORAGE CENTER,  
1356th G.M.D., GLYNN COUNTY, GEORGIA

(ACCORDING TO PLAT RECORDED IN P.B. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY)

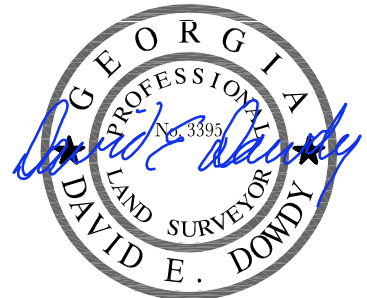
TOTAL AREA: 0.107 ACRES

THE PURPOSE OF THIS SKETCH IS TO FOLLOW A LEGAL DESCRIPTION



**NOTES:**

1. BEARINGS SHOWN HEREON REFER TO THE BEARING OF N40°20'44"E FOR THE EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 341, A.K.A. NEW JESUP HIGHWAY, ACCORDING TO SURVEY BY JAMES L. CONINE, DATED APRIL 20, 1988.
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3. THERE MAY EXIST RESTRICTIONS OR ENCUMBRANCES AFFECTING THE SUBJECT PROPERTY THAT ARE NOT KNOWN TO JACKSON SURVEYING, INC.



DAVID E. DOWDY  
 GA. PROFESSIONAL SURVEYOR No. 3395

SHEET 1 OF 2

DATE OF SKETCH: MARCH 05, 2024

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 362,800 FEET.



**GRAPHIC SCALE:** 1" = 50'



**JACKSON SURVEYING, INC.**  
 Surveyors and Land Planners  
 LSF001244

**I HEREBY CERTIFY:** THAT THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE BOARD RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-6-67.

207 ROSE DRIVE  
 BRUNSWICK, GEORGIA 31520  
 email: info@brunswicksurveyor.com

Ofc. (912) 265-3856

DWN. BY: D.E.D.

CKD. BY: K.C.J.

DWG. NO. A0329 03-00-24

MAP TO SHOW SKETCH OF  
A 20' WATER LINE EASEMENT OVER A PORTION OF LOT 2,  
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1356th G.M.D., GLYNN COUNTY, GEORGIA

(ACCORDING TO PLAT RECORDED IN P.B. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY)

TOTAL AREA: 0.107 ACRES

THE PURPOSE OF THIS SKETCH IS TO FOLLOW A LEGAL DESCRIPTION

LEGAL DESCRIPTION:

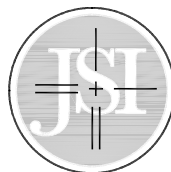
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FROM THE POINT OF BEGINNING THUS DESCRIBED, CONTINUE NORTH 40°-20'-44" WEST ALONG LAST MENTIONED NORTHEASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 20.02 FEET TO THE SOUTHERNMOST CORNER OF NOW OR FORMERLY LANDS OF STEWART P. DANIEL (ACCORDING TO DEED RECORDED IN D.B. 583. PG. 557, ex. OF THE PUBLIC RECORDS OF SAID COUNTY), SAID POINT ALSO BEING THE WESTERNMOST CORNER OF AFOREMENTIONED LOT 2, BRUNSWICK STORAGE CENTER; RUN THENCE NORTH 47°-25'-00" EAST ALONG THE NORTHWESTERLY LINE OF SAID LOT 2, THROUGH AND ALONG THE SOUTHEASTERLY LINE OF AFOREMENTIONED LANDS OF STEWART DANIEL AND ALONG THE SOUTHEASTERLY LINE OF NOW OR FORMERLY LANDS OF ANGELA K. & KEITH STALVEY (ACCORDING TO DEED RECORDED IN D.B. 3609, PG. 152 OF THE PUBLIC RECORDS OF SAID COUNTY), A DISTANCE OF 235.65 FEET TO A 1/2" PIPE, FOUND AT NORTHERNMOST CORNER OF SAID LOT 2, THE SAME BEING THE WESTERNMOST CORNER OF LOT 1, BRUNSWICK STORAGE CENTER (ACCORDING TO PLAT RECORDED IN P.D. 35, PG. 429 OF THE PUBLIC RECORDS OF SAID COUNTY); RUN THENCE SOUTH 24°-10'-01" EAST ALONG THE SOUTHWESTERLY OF SAID LOT 1 AND THE NORTHEASTERLY LINE OF SAID LOT 2, A DISTANCE OF 21.08 FEET TO A POINT; RUN THENCE SOUTH 47°-25'-00" WEST, A DISTANCE OF 229.77 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 0.107 ACRES AND IS SUBJECT TO ANY EASEMENTS OF RECORD THAT MAY LIE WITHIN.

SHEET 2 OF 2

DATE OF SKETCH: MARCH 05, 2024



**JACKSON SURVEYING, INC.**

*Surveyors and Land Planners*  
LSF001244

207 ROSE DRIVE  
BRUNSWICK, GEORGIA 31520

email: [info@brunswicksurveyor.com](mailto:info@brunswicksurveyor.com)

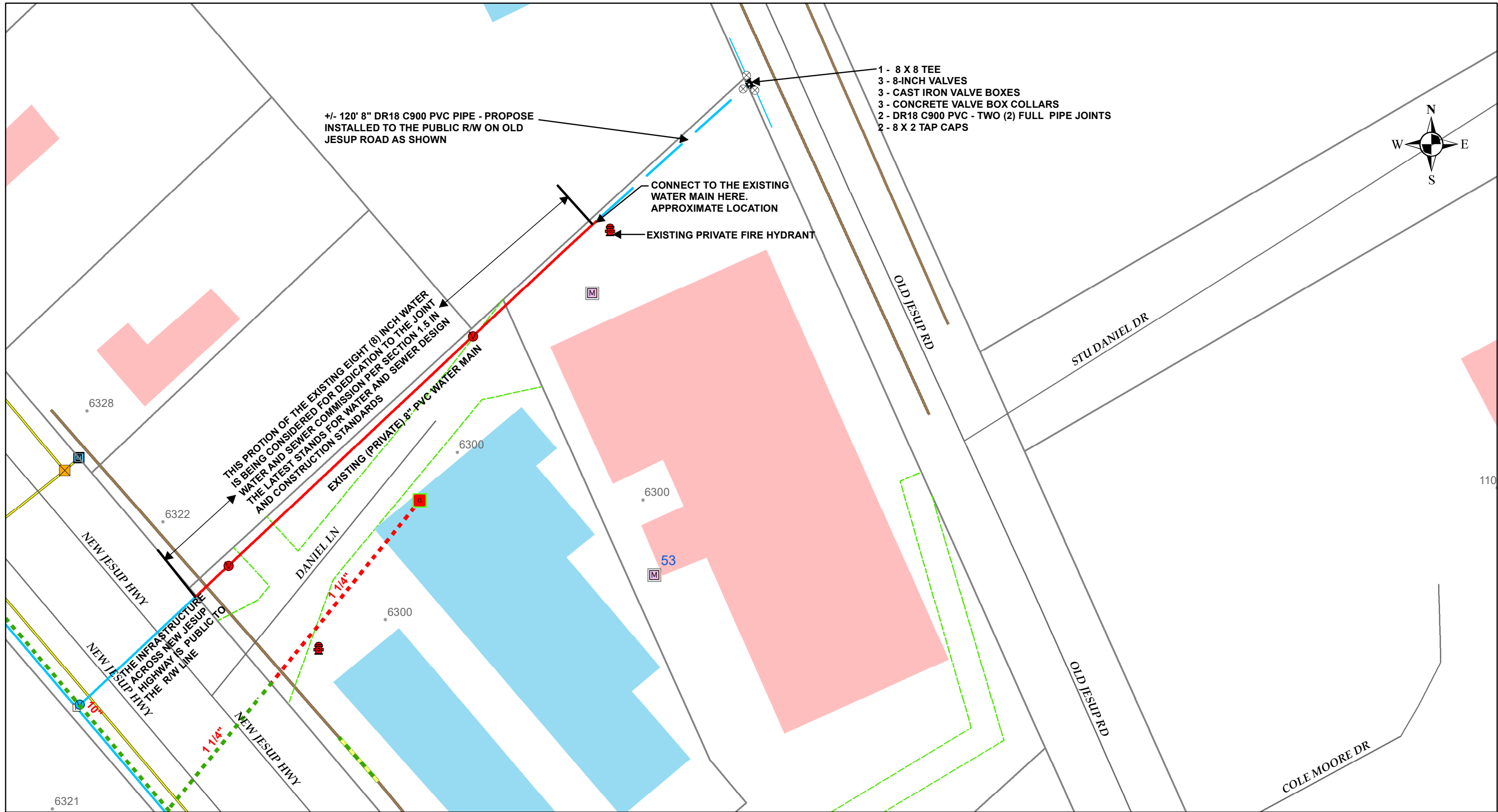
Ofc. (912) 265-3856

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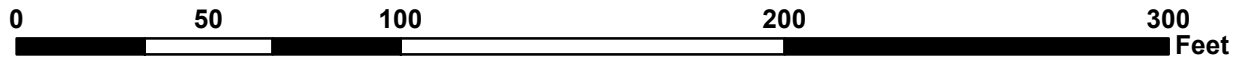
DWG. NO. A0329 03-00-24



ALL WATER AND SEWER SHALL COMPLY WITH  
 THE LATEST REQUIREMENTS OF THE DESIGN AND CONSTRUCTION  
 STANDARDS AND CONSTRUCTION SPECIFICATIONS OF THE JOINT WATER  
 AND SEWER COMMISSION. IN THE EVENT OF A DISCREPANCY BETWEEN  
 THE CONSTRUCTION PLANS AND THE FOREMENTIONED STANDARDS  
 AND SPECIFICATIONS, THE LATEST DESIGN AND CONSTRUCTION  
 STANDARDS AND SPECIFICATIONS SHALL TAKE PRECEDENCE UNLESS  
 THE DEVIATION HAS BEEN APPROVED IN WRITING BY THE BGJWSC.

**BRUNSWICK-GLYNN JOINT WATER AND SEWER COMMISSION**  
**PLANNING AND CONSTRUCTION**  
**1703 GLOUCESTER STREET . BRUNSWICK. GEORGIA**  
**(912) 261-2176**

**PROPOSED 8" WATER MAIN EXTENSION**  
**FOR**  
**SUPERIOR STOREGA - STERLING SUBDIVISION**  
**BRUNSWICK, GLYNN COUNTY, GEORGIA**



**CALL 811 BEFORE YOU DIG**