



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, December 4, 2008 at 1:30 P.M.**

AGENDA

DISCUSSION

- 1. Financial Update**
- 2. Palmetto Cemetery, West**
- 3. Exit 29 Funding Presentation**

APPROVAL

- 1. Martin Marietta Easement**
- 2. Employee Gift Cards**
- 3. Teamwork Services Second Year Option Renewal**
- 4. McGinty-Gordon & Associates Second Year Option Renewal**
- 5. MS2, LLC (building lease) Second Year Option Renewal**
- 6. Legal Services Agreement**
- 7. Minutes of the November 12, 2008 meeting**
- 8. Minutes of the November 12, 2008 Executive Session**

EXECUTIVE SESSION

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



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AGENDA

PRESENT: Tony Sammons, Chairman
Tony Thaw, County Commissioner
Uli Keller, County Commissioner
Bryan Thompson, City Commissioner
James Brooks, City Commissioner (arrived late)

STAFF PRESENT: Keith Morgan, JWSC Director
John Donaghy, JWSC Finance Director
Desiree Watson, JWSC Attorney
Barbara Rogers, JWSC
Morris Baisden, United Water

Charley Stewart, County Administrator
Todd Mackey, United Water Services

Chairman Sammons called the meeting to order and provided the invocation.

A motion was made by Commissioner Sammons and seconded by Commissioner Thaw to add discussion of the number of Commission members for the JWSC to the Agenda. Motion approved 4-0.

DISCUSSION

1. Financial Update

Mr. John Donaghy, JWSC Finance Director, distributed a handout to the Commission of the summary of revenues and expenditures from July 1 to November 30, 2008. Both City and County systems have generated revenue over expenditures, Brunswick \$120,860 and Glynn County \$129,959. Mr. Donaghy gave a brief review of the budget and

expenditures. Commissioners held a brief discussion on receivables. The Commission recommended that staff research collection agency services to assist in collecting the outstanding debt and proceed with cut-offs.

Chairman Sammons requested that the Commission receive monthly updates on receivables, expenditures and capital reserve in advance of the Commission Meetings.

2. Palmetto Cemetery, West

Mr. Keith Morgan, JWSC Executive Director, distributed and reviewed a billing history on the Palmetto Cemetery account covering the previous eight years. Mr. Morgan stated that meters had been installed in the mid 1980's and while some of the usage may be attributed to leaks, he believes that it would be a small percentage. Mr. Morgan stated that the City has now installed irrigation wells.

The Commission directed Mr. Morgan to work with City Manager Roosevelt Harris and set up a payment plan.

3. Exit 29 Funding Presentation

Mr. Morgan introduced Anthony Maglione, Applied Technology & Management, Mr. Andrew Burnham, Burton & Associates and Mr. David Lucas, Sterne Agee. Mr. Morgan advised the Commission that staff had prepared a slide presentation that could be shown at tonight's County Commission meeting. The presentation would show where we are currently, the anticipated need, and the funding options.

Following the presentation, Commissioners discussed the impact of the rate analysis, including debt and associated operating costs, which the completed plant would have on County rate payers. Commissioners advised staff to prepare the presentation to reflect a recommendation of a 30% increase effective in February 2009.

4. Commission Members

Commissioner Sammons stated that currently the Act sets the number of members to the Commission at five. He would like to recommend that additional members be appointed by the two governing bodies to allow individuals with specific expertise to serve. A seven member Commission would allow for committee meetings without being a quorum. Commissioner Keller recommended that the JWSC draft a letter to both the City and County requesting that their Commissions request that the Act be amended. Commissioner Thompson stated he would like to meet with the City's Legal Department and review this recommendation and the changes it would require. Mrs. Watson stated she would also review this recommendation.

APPROVAL:

1. Martin Marietta Easement

Motion was made by Commissioner Keller and seconded by Commissioner Thompson to recommend acceptance of the Martin Marietta Easement to the City of Brunswick. Motion carried 4-0-1.

2. Employee Gift Cards

Motion was made by Commissioner Brooks and seconded by Commissioner Thompson to approve the purchase of \$25 Gift Cards for employees from Winn Dixie. Motion carried 5-0.

3. Teamwork Services Second Year Option Renewal

Motion was made by Commissioner Thaw and seconded by Commissioner Brooks to approve renewal of the Team Work Services, Inc. contract for a second year under the same terms and conditions, effective January 1, 2009. Motion approved 5-0.

4. McGinty-Gordon & Associates Second Year Option Renewal

Motion was made by Commissioner Keller and seconded by Commissioner Thompson to approve the renewal of the McGinty-Gordon & Associates contract for a second year under the contract terms and conditions, effective retroactively to November 15, 2008. Motion approved 5-0.

5. MS2, LLC (building lease) Second Year Option Renewal

Motion was made by Commissioner Thaw and seconded by Commissioner Keller to approve renewal of the MS2, LLC Lease Agreement for a second year under the same terms and conditions, effective January 1, 2009. Motion approved 5-0.

6. Legal Services Agreement

Motion was made by Commissioner Thompson and seconded by Commissioner Brooks to renew the Agreement for Legal Services with Desiree E. Watson, effective January 1, 2009. Motion approved 5-0.

7. Minutes of the November 12, 2008 meeting

Motion was made by Commissioner Keller and seconded by Commissioner Thaw to approve the minutes of the November 12, 2008. Motion carried 5-0.

8. Minutes of the November 12, 2008 Executive Session

Motion was made by Commissioner Keller and seconded by Commissioner Thompson to approve the minutes of the November 12, 2008 Executive Session Minutes. Motion carried 5-0.

Following a discussion concerning the next JWSC Agenda and there being no further business, Chairman Sammons adjourned the meeting.

Tony Sammons, Chairman

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