



**Brunswick-Glynn County  
Joint Water and Sewer Commission  
700 Gloucester Street  
Third Floor Conference Room  
Tuesday, January 8, 2008 at 10:00 a.m.**

**AGENDA**

**DISCUSSION:**

- 1. Transition Update**
- 2. Ordinance Update**
- 3. Contract Assignments**
- 4. JWSC Budget**
- 5. Water & Sewer Service Delivery Area Maps**
- 6. Master Plan Update**

**APPROVAL ITEMS**

- 1. Building Lease**

**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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Tuesday, January 8, 2008 at 10:00 a.m.**

**MINUTES**

**PRESENT:** Tony Sammons, Chairman  
Mark Spaulding, City Commissioner (arrived late)  
Tony Thaw, County Commissioner  
Jonathan Williams, City Commissioner  
Uli Keller, County Commissioner

**STAFF PRESENT:** Keith Morgan, JWSC Director  
John Donaghy, JWSC Finance Director  
Desiree Watson, JWSC Attorney  
Barbara Rogers, JWSC

**PRESS:** The Brunswick News

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

Commissioner Keller made a motion that was seconded by Commissioner Williams to add approval of the ATM Agreement to the Agenda and to authorize the Chairman to sign the agreement. Motion approved 4-0.

**DISCUSSION:**

**Transition Update**

Keith Morgan, JWSC Director, opened the discussion by distributing to Commissioners a handout covering Financial, IT, Customer Service and Field Operations. Mr. Morgan brought the Commissioners up to date on the progress in each of these areas. Mr. Morgan expressed his appreciation for the dedication and commitment of the staff and the long hours staff has been devoting to the merger.

Mr. Morgan advised Commissioners that City billing will need to continue from the current software but changes will be made to the current City bill stock that will reflect the JWSC name, logo and address.

### **Ordinance Update**

Mr. Morgan reported that he and Mrs. Watson continue to work on a draft consolidated water and sewer ordinance. Mr. Morgan stated that they had reached a point where it would be beneficial to name members for a subcommittee. Commissioner Thaw suggested that when the draft is ready for release a copy be given to the full board for their review and comments.

### **Contract Assignments**

Mrs. Desiree Watson reported that she has received the United Water Services contract assignment from the County. She has not received any contract assignments from the City as of this time. Mrs. Watson has asked both the City and County for all tower leases.

### **JWSC Budget**

Mr. John Donaghy, Finance Director, distributed a draft of operating funds based on the current City and County budgets. Mr. Donaghy asked the Commissioners to review and contact him with any questions or concerns they may have and requested they consider the budget for adoption at the next meeting.

### **Water & Sewer Service Delivery Area Maps**

Mr. Morgan stated that he had been in discussion with Jim Bruner, County Engineer, on the need to update the EPD Water & Sewer Service Delivery Area Maps. The new boundaries covering the entire Glynn County area, excluding Jekyll Island, will need to be adopted by both the City and County Commissions on behalf of the JWSC.

### **Master Plan Update**

Commissioners approved the contract earlier in the meeting.

## **APPROVAL ITEMS**

### **Building Lease**

Motion made by Commissioner Thaw and seconded by Commissioner Spaulding to approve the building lease with MS2, LLC. Motion approved 5-0.

## **EXECUTIVE SESSION**

The JWSC members did not have any items to discuss in an Executive Session.

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

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Chairman, Tony Sammons