



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, March 19, 2009 at 4:00 P.M.**

AGENDA

DISCUSSION

- 1. Identity Theft Prevention Program**
- 2. Collection Agency**
- 3. Budget Update**
- 4. Independent Contractor Contract for Inspection Services**

APPROVAL

- 1. Minutes of the March 5, 2009 Meeting**

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, March 19, 2009 at 4:00 P.M.**

MINUTES

PRESENT: Tony Sammons, Chairman
Tony Thaw, County Commissioner
James Brooks, City Commissioner
Tom Sublett, County Commissioner
Bryan Thompson, City Commissioner

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

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

Commissioner Thompson made a motion that was seconded by Commissioner Sublett to add two items to the agenda; discussion of GEFA Stimulus Spending and Senator Chapman's response to the proposed amendment to the local Act. Motion approved 4-0, (one Commissioner absent for vote).

DISCUSSION

1. GEFA Stimulus Spending

Mr. Elmo Richardson, P.E. outlined for the Commission the criteria the GEFA Authority would be using to approve projects for the stimulus monies. Mr. Richardson stated that the Exit 29 WWTP expansion was shovel ready to begin construction and that the application the JWSC submitted was the first step to get the project on the GEFA list.

2. Identity Theft Prevention Program

Mrs. Desiree Watson stated that the Identity Theft Prevention Program is to comply with 16 C.F.R.681.2. The JWSC draft program was written using the GMA policy as a model.

Commissioner Thaw made a motion that was seconded by Commissioner Brooks to adopt the Identity Theft Prevention Program as presented. Motion approved 5-0.

3. Collection Agency

Mr. John Donaghy updated the Commission on the collection activities and that an RFQ was being prepared to secure the services of a collection agency.

4. Budget Update

Mr. Donaghy advised that efforts are continuing on preparation of the FY 2010 budget. The deadline for submission of a draft to the City and County is May 1, 2009.

5. Independent Contractor Contract for Inspection Services

Mr. Keith Morgan stated that the JWSC is currently utilizing the inspection services of Mr. Derek Fowler as an Independent Contractor to provide the necessary oversight responsibilities associated with water and sewer projects. Mr. Morgan distributed an Independent Contractor Agreement for their review and stated he will be asking for approval at the next meeting. The agreement calls for no change in the current level of compensation.

6. Senator Chapman's Response to proposed amendment to the local Act

A copy of Senator Chapman's fax was distributed for the Commissioner's review. After a short discussion, it was determined that additional work needs to be done on the verbiage.

APPROVAL

1. Minutes of the March 5, 2009 Meeting

Commissioner Brooks made a motion that was seconded by Commissioner Thompson to approve the minutes of the March 5, 2009 Meeting. Motion carried 5-0.

EXECUTIVE SESSION

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

AGENDA ITEMS FOR NEXT MEETING

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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