



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, January 21, 2010 at 3:00 P.M.**

AGENDA

DISCUSSION

- 1. MS2, LLC – Lease for 700 Gloucester**
- 2. Phase II of the Addendum to the Operational Agreement
“Ownership of the Assets”**

APPROVAL

- 1. Water & Sewer Utilities Easement for Retreat Commercial Site by Island
Acquisitions**

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, January 21, 2010 at 3:00 P.M.**

MINUTES

PRESENT: Tom Sublett, County Commissioner
Bob Coleman, County Commissioner
Bryan Thompson, City Commissioner

ABSENT: Tony Sammons, Chairman
James Brooks, City Commissioner

STAFF PRESENT: Keith P. Morgan, JWSC Executive Director
John Donaghy, JWSC Chief Financial Officer
Desiree E. Watson, JWSC Attorney
Barbara Rogers, JWSC
Morris Baisden, United Water Services
John Hunkele, P.E., JWSC

In the absence of Chairman Sammons, Commissioner Tom Sublet called the meeting to order and provided the invocation.

DISCUSSION

1. MS2, LLC – Lease for 700 Gloucester

Mr. Ben Slade representing MS2, LLC addressed the Commission regarding the current lease negotiations. Mr. Slade stated that currently the JWSC was occupying approximately 12,500 square feet and that a recent market rate survey for class A office space; plus the increased cost of utilities (water, phone and electricity) plus taxes, maintenance, insurance, and repairs put the current rent considerably below the market. Mr. Slade stated that based on the increased costs, they were requesting a \$1000 per month increase. Mr. Slade stated that

they preferred a year-to-year lease but otherwise they had no problem with the other proposed revisions in the lease.

Mr. Morgan stated that the square footage calculation was in question and that his calculations were closer to 8,500 square feet.

2. Phase II of the Addendum to the Operational Agreement “Ownership of the Assets”

Mr. Morgan stated that with the completion of the benchmark activities the JWSC can now pursue ownership of the assets. It is now very important to establish a sound fiscal foundation for the Commission. The utility must acquire the ability to set rates, fees and other charges. All the formational documents contemplated the Commission being empowered with this right; however, under the current lease status the JWSC has not been able to do so. Mr. Morgan stated that the most effective action would be that both governments adopt the June 26, 2009 proposed water and sewer ordinance.

Mrs. Watson stated that the proposed ordinance was given to the City and County on June 26, 2009. The JWSC staff has met with City Commissioners and she believes the City is ready to adopt. Mrs. Watson has contacted the County Attorney and was advised that a committee would be formed to review.

Mr. Morgan advised that the longer the process is held up the greater the impact will be on the rate payor. Mr. Donaghy stated that the JWSC will be unable to secure a bond rating until they can set rates. Commissioner Sublett requested that a second, very specific, letter be sent to the new Glynn County Chairman requesting that the Commission take action on the ordinance.

Mr. Morgan stated that the transfer of property will be a lengthy process that may require title searches and surveys. Letters have been sent to the City and County to expedite this process.

Commissioner Thompson made a motion that was seconded by Commissioner Sublett to add discussion of Belle Point property to the agenda. Motion approved 3-0.

Commissioner Coleman advised the Commission that for the past five years the Belle Point Home Owners Association has been working with the City to have a section of the five acre parcel that contains a City lift station and oxidation pond transferred to the Belle Point Home Owners so that it can be properly maintained. He stated that the Association has concerns over fire. Mr. Morgan stated he would recommend the Commission consider a long-term lease with the Home Owners Association. Commissioner Coleman requested that the JWSC Attorney review the files.

APPROVAL

Commissioner Thompson made a motion that was seconded by Commissioner Coleman to add approval of the minutes of the December 17, 2009 meeting to the agenda. Motion approved 3-0.

No vote taken due to lack of voting quorum.

1. Water & Sewer Utilities Easement for Retreat Commercial Site by Island Acquisitions

Motion made by Commissioner Thompson and seconded by Commissioner Coleman to accept the water and sewer utilities easement from Island Acquisitions, LLC and send forward to Glynn County. Motion approved 3-0.

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, Acting Chair Sublett adjourned the meeting.

Tom Sublett, Acting Chair

Attest:

Barbara Rogers, JWSC